

WLI Parent-Student Handbook



2024-2025
English

Table of Contents

SCHOOL MISSION STATEMENT	3
<i>A Note from our Principal....Marie-Lise Mosbeux</i>	4
WLI IMPORTANT NUMBERS	5
VISITORS	6
WLI FACULTY	7
FWISD WEBSITE-PARENT PORTAL	9
PARENT INFO LINE	9
PARENT PORTAL	10
2024-2025 TRADITIONAL SCHOOL CALENDAR	11
TESTING DATES	12
SCHOOL BELL SCHEDULE	14
WLI SCHOOL WIDE EXPECTATIONS	15
CONSEQUENCES	15
GENERAL INFORMATION	16
ARRIVAL & DEPARTURE	16
BUS RULES & REGULATIONS	17
CAFETERIA PROCEDURES & GUIDELINES	18
CLASSROOM EXPECTATIONS	19
CLUBS AND STUDENT ORGANIZATIONS	20
COUNSELING OFFICE	20
WLI DRESS CODE	21
ELECTRONIC MEDIA DEVICES & GUIDELINES	24
EXTRACURRICULAR ACTIVITIES	25
EMERGENCY INFORMATION	25
LIBRARY	26
SCHOOL NURSE	26
STUDENT PERSONAL PROPERTY	26
FUNDRAISING GUIDELINES	27
STUDENT PARKING	27
STUDENT/PARENT SIGNATURE FORM	28

SCHOOL MISSION STATEMENT

WORLD LANGUAGES INSTITUTE



Vision:

Students will pursue excellence, contribute and lead within a global community.

Mission:

Prepare students linguistically, socially and cognitively to lead, with creativity and innovation, in a multicultural society.

Values:

- **Social and digital responsibility**
 - **Courageous authenticity**
 - **Integrity and accountability**
- **Respect and support for a diverse community**
 - **Equal access**
 - **Curiosity**
 - **Leadership**



WELCOME to World Languages Institute!

A Note from our Principal..... Marie-Lise Mosbeux

Dear Students and Parents,

Welcome to WLI!

The World Languages Institute Administration, Faculty, and Staff are thrilled to be part of this new adventure for FWISD, developing a learning institution of the future focused on the development of languages and appreciation of world cultures; but even more importantly, focused on impacting and developing future generations of leaders. All of us would like to welcome you to our school. We have high expectations for the students who come here to learn each day. Our staff believes children learn best when they feel safe and respected, and when they believe they are valued members of a caring school community. We will work every day to facilitate a love of learning and surround each student with a rich, rigorous and stimulating curriculum.

*Our overall goal is for students “**To Be Leaders in School, Community and Career**”. Help us prepare our students for this goal by ensuring that all students:*

Follow school rules

Attend class and school daily

Arrive to school on time

Complete assignments in a timely manner

*Most importantly, we encourage our students to “**Be the Best They Can Be**”*

Again, I would like to welcome you to the World Languages Institute Family and invite you to assist us in reaching our students’ educational goals. If you have any questions, please feel free to contact me at 817.815.2200 or you can email me at marielise.mosbeux@fwisd.org

Sincerely,

Marie-Lise Mosbeux

SCHOOL CONTACT INFORMATION

WORLD LANGUAGES INSTITUTE IMPORTANT NUMBERS

Main Phone 817-815-2200

Fax 817-815-2250

Secretary	Rosa Loera	817-815-2297
Attendance Clerk	Elvia Zuñiga De Luna	817-815-2202
Data Clerk	Emily Bracho	817-815-2293
Assistant Principal	Armando Pulido	817-815-2212
MS Counselor	Shaniqua Bonilla	817-815-2216
HS Counselor	Stella Herrera	817-815-2215
Post-Secondary Specialist	Johanah Okweni	817-815-2200
Librarian	Gloria McKinney	817-815-2291
Nurse	Pamela McDonald	817-815-2220
Cafeteria Office	Laura Lozano	817-815-2223
Teacher Assistant	Juan Balderrama	817-815-2200

VISITORS

Visitors are welcomed at our school. To ensure a safe and orderly environment, we require all visitors to check in at the main office to receive a Visitor's Pass. We encourage parent/guardian visitation, but will not allow others to visit during school hours, unless formally requested and given consent by an administrator. The only time that visitors and volunteers are not allowed is during testing days.

WORLD LANGUAGES INSTITUTE FACULTY

Name	Email	Subject	Room #
Aguilar, Gonzalo	gonzalo.aguilarrodriguez@fwisd.org	Science (6th & 7th)	108
Balderrama, Juan	juan.balderrama@fwisd.org	Bilingual Teacher Assistant	Floating
Bevilacqua, Eloisa	eloisa.bevilacqua@fwisd.org	Italian, Discovering Languages & Cultures	215
Blanco-Davis, Scott	scott.blanco-davis@fwisd.org	Accelerated 6th, 7th & 8th Science	109
Bracho, Emily	emily.brachomorales@fwisd.org	Data Clerk	Office
Bonilla, Shaniqua	shaniqua.bonilla@fwisd.org	MS Counselor	120
Cabanas, Carlos	carlos.cabanas@fwisd.org	Custodian	
Calderon, Ericka	ericka.calderon@fwisd.org	Dyslexia Teacher	119
Carballosa-Guerrero, Reynier	reynier.carballosaguerrero@fwisd.org	French (All Levels)	218
Casey, Adam	adam.casey@fwisd.org	A2I Mathematics Teacher	IM Ter.
Cortez, Sandra	sandra.cortez@fwisd.org	Spanish Immersion (6th)	210
Cuevas-Acevedo, Eunice	eunice.cuevasacevedo@fwisd.org	Honors Biology & AP Biology	110
Duke, Jenny	jennifer.duke@fwisd.org	HS Art	103
Edwards, Cassandra	cassandra.edwards@fwisd.org	Honors English I & IV (OnRamps), AP English Literature	114
Espinal, Alma	alma.espinal@fwisd.org	Spanish I & Honors Spanish II for Native Speakers	217
Franklin, Robert	robert.franklin@fwisd.org	OnRamps Chemistry & OnRamps Physics	111
Frederickson, Reyes	reyes.frederickson@fwisd.org	Honors Spanish 2, 3, AP Spanish Language and AP Spanish Literature	214
Garza, Lizeth	lizeth.garza@fwisd.org	SPED teacher	Floating
Graciano-Garcia, Jose	jose.graciano-garcia@fwisd.org	Comp. Enrichment, Engineering, Spanish Language Arts 6th, & Web	100
Gutierrez, Ricardo E	ricardo.gutierrez@fwisd.org	Theatre (All Levels), Professional Communication	101
Hatam, Syed	syed.hatam@fwisd.org	Custodian	
Hensley, Shane	shane.hansley@fwisd.org	ASL (All Levels)	211
Hernandez, Christy	rosie.hernandez@fwisd.org	Honors 8th Grade Social Studies & OnRamps U.S. History (11th Grade)	207
Hernandez, Peter	peter.hernandez@fwisd.org	Instructional Coach	120
Herrera, Stella	stella.herrera@fwisd.org	HS Counselor	Office
Knierim, Kevin	kevin.knierim@fwisd.org	CTE (Business)	212
Langley, Alisson	alisson.langley@fwisd.org	College Transition/OnRamps Statistics/ TCB	Floating
Lile, Thoma	thoma.lile@fwisd.org	Computer Science	150
Loera, Rosa	rosa.loera@fwisd.org	Administrative Associate	Office
Lozano, Laura	laura.lozano@fwisd.org	Cafeteria Manager	Cafeteria
Martinez, Jose	jose.martinez@fwisd.org	Spanish Immersion 7th & 8th, Span 1AB	210

Mayi, Brian	brian.mayi@fwisd.org	SPED	Floating
McDonald, Pamela	pamela.mcdonald@fwisd.org	Nurse	Office
McKinney, Gloria	gloria.mckinney@fwisd.org	Librarian & Media Specialist	Library
Moon, Diana	diana.moon@fwisd.org	Honors ELA 7th, Honors English I	113
Moreno, Carmen	carmen.elvir-moreno@fwisd.org	Campus Monitor	
Mosbeux, Marie-Lise	marie-lise.mosbeux@fwisd.org	Principal	Office
Munoz, Griselda	griselda.munoz@fwisd.org	Honors Social Studies 6th & 7th Grade	206
Nelon, Nicole	nicole.nelon@fwisd.org	Honors Engineering, AP Env. Science	107
Nezam, Hafizullah	hafizullah.nezam@fwisd.org	Head Custodian	
Nguyen, Tam	tam.nguyen@fwisd.org	Health (MS & HS)/MS Physical Education	116/Gym
Ochoa, Sofia	sofia.ochoa@fwisd.org	Custodian	
Okweni, Johanah	johanah.okweni@fwisd.org	Post-Secondary Specialist	Library Office
Olivas, Miriam	miriam.olivas@fwisd.org	Accelerated and Honors 6th Grade Math, Science 6th Grade	202
Oseyamhen, Wilfred	wilfred.oseyamhen@fwisd.org	Honors Geometry, OnRamps PreCalculus, TCB, AP Calculus AB	204
Paredes, Lourdes	lourdes.paredes@fwisd.org	MS Art	106
Payblas, Louise	louise.payblas@fwisd.org	Honors English II & III	115
Petty, Arnez S	arnez.petty@fwisd.org	MS & HS PE	Gym
Pulido, Armando	pulido.armando@fwisd.org	Assistant Principal	Office
Rivera, Rolando	rolando.rivera@fwisd.org	Choral & Instrumental Music (Estudiantina)	102
Shaochang, Wang	hsiang.chen@fwisd.org	Chinese (All Levels)	117
Smith, Shannon	shannon.smith@fwisd.org	Honors ELA 6th and 8th Grade	112
Spinelli-Quiroz, Olga	olga.spinelli-quiroz@fwisd.org	Diagnostician	119
Sulik, Stephanie	stephanie.sulik@fwisd.org	AP Human Geography/AP World History	209
Thompson, Sheri	sheri.thompson@fwisd.org	Honors Math 7th Grade and Honors Algebra I	205
Valdovinos, Andres	andres.valdovinos@fwisd.org	Honors Social Studies 7th, OnRamps US History (11th Grade) & AP US Government & Macroeconomics	208
Vera Gonzalez, Leonardo	leonardo.veragonzale@fwisd.org	Pre-Algebra, Honors Algebra I & II	201
Villalobos, Lidia	lidia.villalobos@fwisd.org	Honors Spanish 2, Spanish 3, Spanish 6 for Native Speakers	216
Young, Jhayla	jhayla.young@fwisd.org	Japanese (All Levels)	213
Zuñiga De Luna, Elvia	elvia.zunigadeluna@fwisd.org	Attendance Clerk	Foyer

FWISD WEBSITE

Please visit www.fwisd.org to keep up with district events and news. Follow the “**Families**” link to find Parent-at-a-Glance documents for your child’s classes/grade level. These are quick and easy documents that allow parents to see what students are expected to learn each six weeks. Also under the “Parents” link, the calendars are posted, as well as other resources parents may need.

Click on “Schools” to access WLI’s website. Once in “Schools”, click on Middle or High Schools and select World Languages Institute.



PARENT INFO LINE

FWISD Parent Information Line will allow parents to call with questions regarding:

- STAAR testing dates
- Report card dates
- Resources for parents
- Special events
- Adult education classes
- School and emergency closures
- Volunteer opportunities
- Other items of interest to parents

parent info ●
LINE

We can fill you in.
817.814.2070

PARENT PORTAL

The Parent Portal is an exciting opportunity for parents to become more involved in their child's education through the convenience of the Internet. You have access to:

- Grades
- Schedule
- STAAR Results
- Homework Assignments
- Attendance
- Teacher Contact Information
- Student Personal Information:
address, phone, e-mail



PARENT REFERENCE JOIN US

Welcome to Parent Portal, the online tool that is changing the way teachers, parents and students communicate in the Fort Worth ISD. Join us and see how you can become more involved in your child's education through the convenience of the Internet.

- Access student grades, schedule and attendance
- Track your child's progress class-by-class
- Set and receive email alerts
- Contact your child's *teacher*
- Build partnerships to support your child's learning

SIGN UP

You must visit your child's school in person to register for the Parent Portal. Parent Portal registration cannot be completed at home, over the phone or on behalf of another individual. If you have more than one child, you only need to visit one campus in order to register for the Parent Portal for all children. Don't forget to bring the following information for all children:

- Personal email address (sign up for one on campus if you don't have one)
- Identification (any picture ID, library card, utility bill, etc.)
- Student ID number (find the number on your child's report card)
- Child's date of birth

2024-2025 TRADITIONAL SCHOOL CALENDAR

First Day of School

Tuesday, August 13, 2024

Last Day of School

Thursday, May 22, 2025

Student Holidays

Labor Day Weekend	Friday, August 30, 2024 — Monday, September 1, 2024
Fall Break	Saturday, October 12, 2024 — Monday, October 14, 2024
Thanksgiving Break	Monday, November 25, 2024 — Friday, November 29, 2024
Winter Break	Friday, December 20, 2024 — Monday, January 6, 2025
Martin Luther King Jr. Day	Monday, January 20, 2025
President's Day	Monday, February 17, 2025
Spring Break	Monday, March 17, 2025 — Friday, March 21, 2025
César Chávez/Dolores Huerta Day	Monday, March 24, 2025
Good Friday	Friday, April 18, 2025
Memorial Day	Monday, May 26, 2025
Juneteenth	Thursday, June 19, 2025
Independence Day	Friday, July 4, 2025

Teacher Work, Professional Development, & Flex Days (No School for Students)

Staff Days	August 5 - August 9, 2024
Staff Day	August 30, 2024
Staff Day	October 14, 2024
Staff Day	November 5, 2024
Staff Day	December 20, 2024
Staff Day	January 6, 2025
Staff Day	February 17, 2025
Staff Day	March 24, 2025
Staff Day	May 23, 2025

TESTING DATES

August 26-September 6, 2024

BOY MAP testing window (6-8 math & reading, Algebra 1 & 2, Geometry, & Biology)

October 7-11, 2024

Quarterly Assessments for RLA 6-8, English 1 & 2, Science 6-8, Biology, Math 6-8, Algebra 1, Social Studies 6-8, U.S. History

October 15-18, 2024

PSAT 8/9 & PSAT/NMSQT 10 & 11

November 6-8, 2024

ACT - Science Gr. 11-12 (Selected Accelerated Students)

December 3 - 6, 2024

STAAR Retakes for English I & II, Algebra I, Biology, & US History
Make-up dates: December 9-13

December 9-13, 2024

Quarterly Assessments for RLA 6-8, English 1 & 2, Science 6-8, Biology, Math 6-8, Algebra 1, Social Studies 6-8, U.S. History

January 7-24, 2025

MOY MAP testing window (6-8 math & reading, Algebra 1 & 2, Geometry, & Biology)

February 5-9, 2025

STAAR Field Test Reading 6-8, & English I & II

February 19 - March 29, 2025

TELPAS Testing Window

February 3-7, 2025

STAAR Benchmarks for RLA Gr 6-8, Eng 1 & 2, Math Gr 6-8, Algebra 1, Science Gr 8, Biology, Social Studies Gr 8, & Gr 11 US History

February 18- March 28, 2025

Telpas Window: Reading & Writing, Listening & Speaking for all EB students

March 3-7, 2025

Quarterly Assessments for RLA 6-8, English 1 & 2, Science 6-8, Biology, Math 6-8, Algebra 1, Social Studies 6-8, U.S. History

March 11, 2025

SAT School Day, Gr. 11

April 1-2, 2025

TSIA Geometry and TSIA English 2

April 8-9, 2025

STAAR EOC English I & Grades 6-8 Reading Language Arts

April 10-11, 2025

STAAR EOC English II

April 15-17, 2025

STAAR EOC Biology, EOC U.S. History, Grade 8 Science, & Grade 8 Social Studies

April 22-23, 2025

STAAR EOC Algebra I & Grades 6-8 Mathematics

April 28 - May 16, 2025

EOY MAP testing window (6-8 math & reading, Algebra 1 & 2, Geometry, & Biology)

May 5-16, 2025

AP US Government
AP Spanish Literature and Culture
AP Japanese Language and Culture
AP Environmental Science
AP Computer Science A
AP English Literature
AP Macroeconomics
AP Human Geography
AP Computer Science Principles
AP Physics
AP Biology
AP Spanish Language and Culture
AP Chinese Language and Culture
AP World History
AP French Language and Culture

May 12-16, 2025

Quarterly Assessments for RLA 6-8, English 1 & 2, Science 6-8, Biology, Math 6-8,
Algebra 1, Social Studies 6-8, U.S. History

June 16-18, 2025

STAAR Retesting for English I & II, Algebra I, Biology, & US History.
Make-ups June 23-26

SCHOOL BELL SCHEDULE

7:50-8:05 BREAKFAST
 8:10 ANNOUNCEMENTS
 8:15-9:00 **PERIOD 1**
 9:03-9:48 **PERIOD 2**
 9:51-10:36 **PERIOD 3**
 10:00 *ATTENDANCE BELL*

SCHEDULE A		SCHEDULE B		SCHEDULE C	
10:39-11:09	S.O.A.R.	10:39-11:24	PERIOD 4	10:39-11:24	PERIOD 4
11:12-11:45	LUNCH A	11:27-11:57	S.O.A.R.	11:27-12:12	PERIOD 5
11:48-12:33	PERIOD 4	12:00-12:33	LUNCH B	12:15-12:45	S.O.A.R.
12:36-1:21	PERIOD 5	12:36-1:21	PERIOD 5	12:48-1:21	LUNCH C

1:24-2:09 **PERIOD 6**
 2:12-2:57 **PERIOD 7**
 3:00-3:45 **PERIOD 8**
 3:45 *DISMISSAL*

WLI SCHOOLWIDE EXPECTATIONS

- Follow the Standards of Dress (uniform and non-uniform days).
- Strive for perfect attendance and be at school on time.
- Use appropriate language at all times.
- Work hard to learn and complete assignments.
- Be prepared.
- Respect yourself and others.
- Have Fun!

CONSEQUENCES

1. Warning from teacher.
2. Teacher will notify parents.
3. Team Conference w/student and/or parent.
4. Referral to the appropriate administrator.

GENERAL INFORMATION

STUDENT CODE OF CONDUCT

**Every student at WLI is expected to become familiar with the STUDENT CODE OF CONDUCT and to follow all policies advocated by the Board of Education. These administrative policies are in addition to the local school policies as set forth in this handbook. This Student Code of Conduct details the high standards of behavior expected of students. The Fort Worth Independent School District Board of Education has established these standards to ensure that our schools will continue to be safe places for teaching and learning. Lack of knowledge of this policy will not be accepted as a reason for non-compliance.*

ARRIVAL & DEPARTURE

The school building will open each day at 7:50 a.m. and close at 3:45 p.m. School hours are 8:15 a.m. to 3:45 p.m. Upon entering the building, students will enter the cafeteria to eat breakfast. Students will leave the cafeteria when finished with breakfast and report directly to the gymnasium. Students must follow these rules:

- Go to the restroom if needed.
- Do not roam the hallways. Make productive use of your time.
- Report to class on time, every period.

Students who are not picked up in a timely manner will be subject to parent contact or other disciplinary measures by an administrator. Loitering on campus after school hours is not allowed.

BUS RULES & REGULATIONS

Bus Rules/Regulations

1. Students should be on time at the designated school bus stop and should wait until the bus comes to a complete stop before attempting to board the bus.
2. Students should keep hands and head inside the bus at all times and should remain seated at all times
3. Any fighting or harassment with other students, while going to, waiting for, or returning from the bus stop, may deprive students of the privilege to ride the bus to school.
4. Students are not allowed to ride any bus other than their assigned bus.
5. Do not mark, cut, or scratch any part of the bus.

Penalties for bus infractions

If a student receives a bus infraction, the administrator will assign consequences according to the FWISD Bus Guidelines for student bus behavior.

School Bus/Activity Bus

Students are to ride their assigned buses only. Proper behavior is expected on the bus as well as the bus stop. Failure to comply with directions from the driver or district rules may result in loss of bus privileges and/or other disciplinary consequences. Students may need to remain after school for extra help or participation in a program. Unless students participate in these supervised activities, they should not remain after school. **Students must be off campus by 4:00 p.m. unless an adult supervises them.**

Bicycles

The safety of all students must be kept in mind when establishing rules for bicycles. Students who ride bicycles to school must park the bike and secure it with a lock once they have arrived at school. Bicycles must be walked while on campus to ensure the safety of others.

CAFETERIA PROCEDURES & GUIDELINES

The school cafeteria provides hot lunches for the convenience of students. Students may bring their lunch. Parents may bring lunch for their student(s) during school hours. However, they may not bring food for other students or for groups of students.

The cafeteria is a clean place to eat and relax and it is important that the students keep it this way. Students will follow the guidelines listed below:

1. Report to the cafeteria in an orderly manner and be seated at a table. Wait for your table to be called to the line.
2. Assume responsibility for picking up trash/trays and keeping the table and surrounding areas clean.
3. All students are required to eat at school, and must not leave campus during lunch.
4. Students must sit in assigned seat if provided.
5. Loud talking and misbehavior in the cafeteria is not allowed.
6. No saving places in the lunch line or at the lunch table.
7. No throwing paper or food.
8. Good behavior on the part of all students.
9. If you must group together, sit around a table. Do not stand in the middle of the aisles.
10. No moving or rearranging of chairs and tables in the cafeteria.
11. No sitting on the table.
12. No food taken from the cafeteria unless approved by an administrator.
13. No food deliveries (Uber Eats, Domino's, etc.) without approval from an administrator.
14. No cutting in line. No buying food for other students.
15. Ask for permission from an adult to use the restroom.
16. **Students are expected to follow rules AT ALL TIMES.**

Violators of these rules may result in lunch detention, in-house suspension, or at-home suspension

AFTER LUNCH

1. Absolutely **NO** food is to be taken from the cafeteria. When students finish eating, they may socialize with friends while remaining seated, go outside when adult supervision is available or attend tutorials if a teacher signs them out. They are to report to their next class and be in their seats by the end of the passing period.

CLASSROOM EXPECTATIONS

1. All students will be in their assigned seats with the required materials by the end of passing period.
2. All students will listen, follow directions, raise their hand for permission to speak, and remain in their assigned seats.
3. All students will not have gum, candy or other objects in their mouths.
4. All students will show respect to others.
5. All students will abide by all rules as stated in the World Languages Institute Student Handbook and FWISD Student Code of Conduct.

PASSING PERIOD EXPECTATIONS

1. No running or congregating in the halls.
2. Tardies are unacceptable.
3. Backpacks will not be worn in the classroom.
4. No undue noise in the halls. Use your inside voice.

CLUBS AND STUDENT ORGANIZATIONS

Students will have the opportunity to participate in student organizations and extra-curricular activities if they meet the requirements set by the sponsor of the club/organization.

In the event a student's grades in any class fall below 75, the student will stop attending the clubs and must attend tutorials or other support sessions as determined by the teacher and/or administrators.

The students also must follow the Student Code of Conduct during these activities, whether they are conducted at the World Languages Institute or another location.

COUNSELING OFFICE

Your counselors are available to assist you in making educational, personal and vocational choices. You may come in for counseling before or after school.

Shaniqua Bonilla is our Middle School counselor. She is located in room 120, across from the cafeteria.

Stella Herrera is our High School counselor. She is located in the main office.

Johanah Okweni is the WLI Post-Secondary Specialist. Her office is in the library.

NOTICE OF SECTION 504

It is the policy of the Fort Worth Independence School District to provide a free and appropriate public education to all students who reside in the district, without regard to disability. Inquiries concerning application of this policy may be referred to the school counselor, and/or principal or you may contact Carolyn Smythe, coordinator of Section 504 responsibilities at 7060 Camp Bowie Blvd, Fort Worth, TX 76116 or call 817-814-2876.

WLI DRESS CODE



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.

Information for Uniforms

- Clothing shall be the correct size for students, with no sagging pants.
- Tops (shirts or blouses) shall be tucked into clothing.
- Shorts and skirts shall be no shorter than three inches above the knee.
- Clothing with holes, tears or cuts or not acceptable.

Uniforms

BOTTOM



This traditional skirt has five stitched down box pleats in front and back. It has a button and zipper closure on the left side and a side seam growth feature, so it can be altered to keep up with growing students. This skirt is designed to fall slightly below the knee.



Pants are grey for Middle School and black for High School.

TOP
SHORT SLEEVE or LONG SLEEVE OXFORDS



Middle School

High School

These oxfords and cardigan must include the school logo.

SHOES

- Style: Black leather or faux leather (no fabric). Close toe. **NO:** Sandals, slip-ons, heels over 2 inches, slippers, Crocs. Tennis shoes are not allowed outside of physical education classes.

TIES

- The following continental snap bowties are required in the fabric shown below.



OR



GYM ATTIRE

- Style: Tennis shoes. Tennis shoes are not allowed outside of physical education classes.
- White Crew Neck Gym Shirt
- Red Longer Length Gym Shorts
- Grey Sweatpants
- Grey Sweatshirts

Unacceptable dress:

- Sagging pants.
- Clothing with holes, tears or cuts.
- Combs, sunglasses or grills
- 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.

WLI No-Uniform Day Pass

The Leadership Team at the World Languages Institute will designate No Uniform Day Pass as rewards for:

- 1) Good conduct
- 2) Leadership
- 3) Special Project Day

On these days, students will adhere to the code policy which stipulates:

- No torn jeans or sweatpants
- No spaghetti straps
- No shorts
- No low-cut blouses
- Any attire that is not suitable for an academic establishment. When in doubt, ask for specific details.

On those days, we will follow the Fort Worth ISD Standards of Dress which can be found at <https://www.fwisd.org/Page/5532>

Hair

- Must be a natural color.
- Must be clean, maintained and combed/styled.
- Accessories should coordinate with uniform to promote seriousness of purpose. Accessories shall not contain vulgar or offensive language and be appropriate for a school setting.

P.E. UNIFORM POLICY

- All students must wear full PE uniform during PE classes.

UNIFORM EXCEPTIONS FOR CLUBS, DANCE, AND TEAMS

- School teams, dance or clubs may occasionally request special “dress-up” days to promote an event or competition. Student leaders or faculty sponsors of those groups should seek permission from the principal to determine appropriate alternative dress for those occasions well in advance of the special day.

EXTRACURRICULAR ACTIVITIES

The principal, in cooperation with the sponsor, coach, or other person in charge of an extracurricular activity, may regulate the dress and grooming of students who participate in the activity. Students who violate dress and grooming standards established for such an activity may be removed or excluded from the activity for a period determined by the principal or sponsor, and may be subject to other disciplinary actions, as specified in the Student Code of Conduct.

ELECTRONIC MEDIA DEVICES & GUIDELINES

FNCE (Local) School Board Policy and the FWISD Student Code of Conduct states:

District employees may confiscate electronic devices, including mobile telephones, used in violation of District policy. Campus instructors and administrators may, in the exercise of reasonable discretion, allow students to use devices for instructional purposes during the instructional day, so long as the use does not disrupt the classroom instruction.

Students in need of assistance must first talk to a teacher, administrator or nurse and cannot call parents to come and pick them up during the school day. Calls will be made in conjunction with the school employee.

A campus administrator must complete the District form giving notice of an electronic device confiscation. The administrator will maintain records of all confiscations and the subsequent release or disposal of the devices. **A device held longer than 30 days will be disposed of by the District. A campus administrator must simultaneously notify the parent that the electronic device has been confiscated within two days and explain how the electronic device can be reclaimed.**

To reclaim an electronic device, the owner must:

1. Present written proof of ownership and a photo ID, in person, at the campus, during posted school hours.
2. Complete this form acknowledging return of the device.

The District is not responsible for the loss or theft of electronic devices following confiscation.

WHAT IS ELECTRONIC MEDIA?

>> Social media, such as text messaging, instant messaging, e-mail, blogs, chat rooms, Video sharing, Web sites (YouTube), editorial comments posted on the Internet and social media sites (Facebook, Instagram, Snapchat, Twitter, LinkedIn)

>> Landlines

>> Cell Phones



EMPLOYEES, STUDENTS, PARENTS Use of Electronic Media with Students

- Only certified or licensed employees may communicate with students through electronic media.
- Employees may only communicate with a student regarding matters that are within the scope of their professional responsibilities.
- A District employee cannot communicate with a student between the hours of 10 p.m. and 6 a.m., unless there are emergency circumstances that warrant the communication.
- An employee does not have a right to privacy with respect to communication with students and parents.
- At any time a parent or student can submit a written request to a District employee to discontinue all forms for electronic communication, including e-mail, text messaging and phone calls.

For the full policy, please visit www.fwisd.org/boe and choose Board Policy, search DH Local and DH Regulation online.

EXTRACURRICULAR ACTIVITIES

Students attending school-sponsored events after 3:45 p.m. must be picked up at the designated time and place. Failure to comply may result in the student's loss of privileges to participate in future events. STUDENTS ON SUSPENSION ARE NOT ALLOWED TO ATTEND THESE EVENTS.

EMERGENCY INFORMATION

Fire & Tornado Drills could happen at any time. Please follow all rules and guidelines during a safety drill. Listen attentively to all adults during the drill to ensure your safety.

All classrooms have the Emergency Preparedness Plan posted with instructions on what to do in case of an emergency.

Students and staff at schools prepare for severe weather events by practicing tornado drills once in the early fall and once in the early spring. Are you, the parent, prepared? Do you and your family have a safety plan for a severe weather outbreak that could include a tornado or large hail? If not, please take the time to make a plan to keep your family safe. You may not be at home to help! For assistance in making a plan, visit the Know What 2 Do website, knowwhat2do.com, for helpful information.

LIBRARY

The purpose of the WLI School Library is to ensure that students and staff are effective users of information. The library is the center of learning at WLI. The library provides books, references, online resources, computer stations periodicals, and personal help. Our materials and resources are available to students and their families both on and off campus.

Our electronic resources can be accessed from our website, www.fwisd.org >> schools >> middle schools>> World Languages Institute>>Library.

Students may access the library at any time with a pass. All technology is available to students for educational purposes only. Computer stations may be used by students for school-related work. Students must have the Acceptable Use Policy turned in before using any computer at our school.

SCHOOL NURSE

A school nurse is on duty to take care of injuries that occur during the day and to give professional attention to legitimately ill students. A student must have a signed pass to enter and leave the nurse's office.

Exception: Student with obvious sign of distress. Examples: asthma attack, serious injury, fracture, bleeding, seizure, etc. Also, teachers/staff may accompany a student in place of a pass. A student may not remain in the nurse's office for more than one period unless the nurse recommends that the student is ill enough to go home and a parent cannot be reached.

All prescription medication with dosage instructions from a doctor must be kept in the nurse's office. Parents should make some arrangements just in case an emergency should arise. We should have a current or updated emergency card on file for your student each year. . Parents must sign out with the main office when taking students home from the nurse's office.

Students are not to call parents directly if they are not feeling well. They must report to the nurse's office, or the main office if the nurse is not present. Students contacting their parents directly will be considered a violation of the electronic policy and the device will be confiscated by school staff.

STUDENT PERSONAL PROPERTY

Students are responsible for their personal property, not the school: (iPods, CDs, MP3s, cell phones, earbuds, etc.). If an item is misplaced, an administrator will address student property issues case by case. Ultimately, it's the student's responsibility to keep up with their personal belongings. It is recommended that parents label all belongings with their student's names, including their sweaters, gym clothes, etc.

FUNDRAISING GUIDELINES

A. Generally, funds raised by students must be expended for the benefit of the students in the organization that conducted the fundraiser or as the organization chooses to spend those funds. IE: Credit may not be awarded to only those students who participated or did well in a particular fundraiser.

STUDENT PARKING

Students must adhere to the following guidelines or risk revocation of parking privileges.

1. Students must park in their assigned parking space. Spaces may not be shared. Spaces are not transferable and may not be resold.
2. Students may not park in fire lane, reserved, visitor, handicapped or teacher spaces. Students are subject to city police and fire code regulations. Violators will be ticketed on the first offense.
3. In the event an unauthorized vehicle is parked in a student's space, the student is to report the violation to administration immediately. Illegally parked vehicles are subject to be towed.
4. Students will be allowed to add "artistic enhancement" to parking spaces provided they follow requirements and approval process.

STUDENT/PARENT SIGNATURE FORM

WORLD LANGUAGES INSTITUTE 2024-2025 STUDENT-PARENT HANDBOOK STUDENT/PARENT SIGNATURE FORM

PLEASE READ THE FOLLOWING INFORMATION CAREFULLY, SIGN IT, ASK YOUR DAUGHTER AND/OR SON TO SIGN IT, AND RETURN THIS PAGE TO HIS/HER FIRST PERIOD TEACHER NO LATER THAN **SEPTEMBER 13, 2024**.

I, _____, parent/guardian of _____ Grade ____
Parent's **First Name and Last Name** (please print) Student's **First Name and Last Name** (please print)

have received and read the WLI School Handbook which includes our responsibilities and I understand that my daughter/son will be subject to discipline as outlined in the school discipline plan. Failure to sign this statement does not take away my daughter's/son's responsibility to abide by the expectations outlined in the STUDENT/PARENT HANDBOOK.

Date: _____

Parent or Guardian Signature: _____

Student Signature: _____