

WELCOME

TCHS 2025-2026



ADMIN TEAM

- Mrs. Christina Benhoff Principal
- Mrs. Melinda Schott Associate Principal
- Mrs. Helene Kilianski Assistant Principal Assessment

FRESHMAN

- Mrs. Niki Gilley Assistant Principal A - Z

SOP

H/JUNIOR/SENIOR

- Ms. Sarah Willis Assistant Principal A - EK
- Mr. Andy Gebert Assistant Principal EL - LEA
- Mr. Eian Preston Assistant Principal LED - RIT
- Mr. Darius Ingram Assistant Principal RIV - Z

COUNSELOR TEAM

- Mrs. Kristy Phipps
 - Mrs. Andi Gowins
 - Ms. Rebecca Greenhaw
- Lead Counselor
Intervention
CIS

FRESHMAN

- Mrs. Cherie Gopffarth
- A - Z

SOPH/JUNIOR/SENIOR

- Mrs. Lindsey Hernandez
 - Mrs. Penny Lowe
 - Mrs. Melissa Woodward
 - Mrs. London Hall Bendani
 - Mrs. Kelli Adams
- A - DAO
DAR - HOP
HOR - MIN
MIR - SCH
SCO - Z

BASICS TO SUCCESS

- **Aim for strong grades in all classes**
Academic performance is key for college and scholarship opportunities.
- **Explore careers and colleges**
Use tools like **BigFuture** and other online resources to research your options.
- **Get involved in clubs and organizations**
Choose activities that reflect your interests — **quality matters more than quantity.**
- **Complete volunteer and community service hours**
Consistent involvement shows commitment and character.
- **Start building your resume now**
Keep track of activities, awards, and important dates as you go.

KEEP IN MIND!!!

- **GPA starts now!**

Your grades from this year directly impact college admissions.

- **Failing grades stay on your transcript**

They cannot be removed — stay on top of your work.

- **Don't wait — ask for help!**

Use your resources early and often.

- **Attend tutorials**

Extra support can make a big difference.

- **Do your homework the day it's assigned**

Staying ahead reduces stress and improves performance.

WAITLIST SCHEDULE REQUEST

- Students may **request** a course change for the 2025–2026 school year by completing the designated form.
- To receive the form, please **email your counselor** for more information.
- **Important:** Submitting the form **does not guarantee** that a schedule change will be approved.
- Once a change is made, we **cannot revert** to your previous schedule — **no exceptions or take-backs.**

EXPECTATIONS

- **Rules vs. Expectations**
- **Game Expectations**
 - Fans are not permitted to spray/throw items at the game (baby powder, confetti, water, etc.)
 - No backpacks or sports balls
 - No outside food/beverages
 - **BE RESPECTFUL TO PLAYERS, COACHES, & REFEREES**
 - **Do not yell other teams Names/Numbers**
- **If behavior results in removal from any school competition, it could be a 1 year suspension from all Keller ISD events**

SB 2929: Ejection

From Code: A verbal warning and persisting in inappropriate behavior are not required under Subsections (a)(2)(A) and (B) for a person serving as a referee, judge, or other official of an extracurricular athletic activity or competition sponsored or sanctioned by the school district or the University Interscholastic League to eject a spectator from the extracurricular athletic activity or competition.

Mandatory Expulsions

(pg. 27)

- Mandatory student expulsion was broadened to include the following notable changes:
 - Kidnapping;
 - Burglary;
 - Assault on a employee or volunteer (prev. was discretionary expulsion);
 - Exhibiting, using, threatening to exhibit or use a firearm (under section 37.125)
- Definitions:
 - Assault: For student discipline purposes, intentionally, knowingly, or recklessly causing bodily injury to another.
 - Bodily injury: Physical pain, illness, or impairment of a physical condition.

STATE LAW:

- Must be turned off and put away after entering the building from 8:30am-4:00pm
- Starts August 18, 2025
- Cannot use in:
 - Classroom
 - Hallway
 - Restroom
 - During Lunch
- If these items are seen being used, they **will be confiscated** and turned into the front office
- Items can be picked up at the end of the day
- This includes **all bluetooth devices**



**DEVICE
FREE
ZONE**

Phone, Bluetooth Earbuds / Headphones

8:30am-4:00pm

CELL PHONE/DEVICE CONSEQUENCES

Discipline Consequences: High School Campuses: (Beginning August 26, 2024)

| | |
|----------------|--|
| First Offense | Confiscation of phone; Administrator contact parent; Cell phone/device held in office until the end of the day; Detention (lunch, before school, or after school) |
| Second Offense | Confiscation of phone; Administrator contact parent; Cell phone/device held in office until the end of the day; Saturday School |
| Third Offense | Confiscation of phone; Administrator contact parent; Cell phone/device held in office until the end of the day; One day of ISS (Student will no longer be exempt from semester finals) |
| Fourth Offense | Confiscation of phone; Administrator contact parent; Cell phone/device held in office until the end of the day; Three days of ISS (Student will no longer be exempt from semester finals) |
| Fifth Offense | Confiscation of phone; Administrator contact parent; Cell phone/device held in office until the end of the day; Five days of DAEP placement- all DAEP rules and expectations enforced |
| Sixth Offense | Confiscation of phone; Administrator contact parent; Cell phone/device held in office until the end of the day; Thirty days of DAEP placement - all DAEP rules and expectations enforced |

ALERT!

VAPE = D.A.E.P

D-iscipline A-Iternative E-ducation P-lacement

1st offense -10 day placement

2nd offense -10 day placement

3rd offense - 30 day placement

EXEMPTION POLICY

EXEMPT Students MUST BE PRESENT the week of exams - if absent you will receive a ZERO for the exam grade

Students MUST meet ALL of the following in order to be exempt from a final exam:

- **GRADE:**
 - 85 average in the course
- **ABSENCES:**
 - **No more** than **three unexcused absences** in 2nd,3rd,4th,5th,6th 7th
 - **No more** than **four unexcused absences** in 1st, 8th
 - **Unexcused Absences =**
 - ABS (Absence)
 - PRN (Parent Note)
 - TRU (Truant)
- **NO** ISS, Choices, OSS, or DAEP assigned days
- Courses **NOT** eligible for exemption:
 - Courses that require a project, portfolio, or performance evaluation as a final
 - Dual Credit Courses

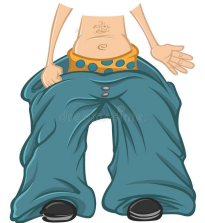
Students will be notified on Tuesday, the week of exams, their exemption status

DRESS CODE

Dress in a Respectful Manner

MAY NOT WEAR

- **Strapless, backless, halter, bare-midriff or spaghetti strap shirt (this includes tucking the shirt where your midriff shows)**
- **Violent language or images**
- **Advertises drugs, alcohol, tobacco, illegal substance, illegal activities or Playboy**
- **Apparel with rips or holes must meet regular dress code standards, covering ALL UNDERGARMENTS**



DRESS CODE

- **Option to remove articles/accessories that do not conform to dress code**
- **Asked to put on their own alternative clothing**
- **Will be provided with temporary school clothing**
- **Parents/guardians may be called to provide alternative clothing**
- **Continual disruptions to the learning environment due to dress code violations will result in school discipline**

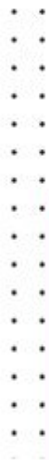
BATHROOM ETIQUETTE

ONLY **1** PERSON PER STALL

SEARCHES WILL BE CONDUCTED WHEN MORE THAN ONE PERSON IS IN A STALL

WE ARE SORRY FOR ANY INCONVIENCE THIS MAY CAUSE

MANAGEMENT



ATTENDANCE

State law-Students must be in attendance at least 90% of the time. We will not sign a VOE if it is below 90%.

Students may not have more than 9 absences in 1st and 8th period(s)

Students may not have more than 3 absences in 2nd, 3rd, 4th, 5th, 6th and 7th period(s)

Codes that count towards a student's seat time: **PRN, ABS, TRU**

*ABS-above 10 or 4 results in SEAT TIME

!SENIORS!-Seat time could prevent you from Activities (PROM, Senior Picnic, etc)

Truancy is if a student fails to attend school without an excuse for 10 or more days or parts of days within a six-month period. Truancy goes through the Tarrant court system

TRIBUNAL

10 Absences will result in:

Truancy officer **AND** you will be sent to Truancy Court.

Tribunal Courts are on Tuesdays

Consequences include: Daily sign in sheets, community service, and fines

ATTENDANCE - SEAT TIME

- Pick up seat time forms from main office or attendance
- Options to complete seat time hours:
 - Falcon Night School on Tuesdays and Thursdays from 4-7pm. Room M104
 - Saturday School from 8:00 a.m.-12:00 p.m. Students must arrive by 7:55 a.m
 - **Attend tutorials (Students will receive double-time for this option)**
 - Students may complete an administrator approved activity
- **Doctor Notes - MUST** be turned in to the Attendance Office within 5 days.

Arrival / Off Periods

- **Enter North and South Entrances**
 - Must show ID badge
- **Late Arrival - No 1st period**
 - Come to school by 9:20am
- **Off Period - No 6th / 7th / 8th period**
 - Can drive/walk home
- IF you arrive at 8:30am and do not have a 1st period
 - You **MUST** report to the **LIBRARY** for Attendance & 'Study Hall'
- IF you miss the KCAL bus
 - You **MUST** report to the **LIBRARY** for Attendance & 'Study Hall'

TARDIES

- **1 - 5 Tardies** - Teacher Detention / Parent Contact
- **6-7 Tardies** - Lunch Detention
- **8-9 Tardies** - 2 hour Detention
- **10 Tardies** - Saturday School
- **11 + Tardies** - ISS = **Loss of Exemptions**

Skipping Class

- 1st - Warning with Guardian Contact
- 2nd - 2 hour Detention
- 3rd - Saturday School (4 hours)
- 4th or More - ISS/Attendance Contract = **Loss of Exemptions**

KCAL

- Buses run each period from the NORTH entry
- The expectation is for students to hustle to and from a KCAL shuttle either coming or going. Be on time!
- Those students who have a KCAL class during 4th/5th periods must:
 - Go to A-Lunch
 - During A-lunch, the Administration will call over the loudspeakers in the cafeteria at 11:40 for you to go to your KCAL shuttle
- Students returning from KCAL must use the stairs in North/South entry to get to class
Students are not allowed to pass through the Main Hall/Cafeteria
- If late coming back, it is each student's responsibility to get with the affected TCHS teacher to make up anything that was missed during the transition period. Our teachers are aware of this district-wide issue and will work with you.

COMPUTER USE

- Make sure you are using **Outlook email**
 - Check your email on a daily basis for important information, etc.
- Check Aeries Account Daily
- Balancing of classes are still happening
- Check schedule daily prior to entering the building
- Check your email on a daily basis for important information, etc.

DO NOT DOWNLOAD ANYTHING & DON'T PLAY GAMES

- If locked out of computer - steps to follow
 - Report to your teacher
 - Teacher will write a pass to go to the Library
 - Librarian will work with technology to resolve the issue
 - Be patient. Yours is probably not the only computer that is locked.

ACCEPTABLE USE POLICY

YOU are responsible for appropriate behavior on District computer networks & issued devices just as you are in a classroom or hallway.

Your Microsoft Surface and classroom desktops are to be used for **educational purposes only.**

AVOID

Unauthorized access to resources or information, using the system for illegal purposes (e.g., gambling, pornography), violating copyright laws, introducing viruses or malicious programs, posting or accessing inappropriate materials, sharing passwords or accessing others' accounts without permission.

- If you violate the AUP for any of the reasons listed above, your device will be confiscated and IT will conduct a thorough investigation of your violation(s). This usually takes several weeks.
- Your AP will contact your parents to discuss the violation.
- Together, your AP & parents will come up with a plan for use when your device is returned.

Need a Surface Laptop?

NEW TO KISD?

We will call you down during class to get your computer once IT has it ready.

RETURNING STUDENTS OR NEW TO TIMBER CREEK?

If your computer is broken (screen, hinge, etc.), we will fix it **AFTER** we have issued devices to brand new students.

LIBRARY INFO

- The library is open from 8am to 4:15pm
- See Mrs. Brentlinger, librarian, if you have any questions regarding technology
- You MUST have a pass when going to the Library
- **READ & RECHARGE** during lunch! Starting **Sept. 1st**, the library will be open for Read & Recharge during all 3 periods. It will be reserved for students who want to come in for a quiet space to recharge, read, or study.

SAFETY & SECURITY



- **ID Badges**
 - If lost - report to counseling office and purchase a new one for \$5
- **MUST have a PASS in the HALLWAY during class time**
 - Subject to be searched if in hallway/restroom without a pass
- **NO Uber Eats, Door Dash, etc**
 - Food will be confiscated and placed in the main office for you to pick up after school
- **Student Drop off table**
 - Located in the main entrance (North)
 - Pick up items during passing period
 - We will not call into classroom to let you know you have items on the table
- **Doors will remain locked during school hour**
 - Doors open **8:00 am**-8:30 am
 - Enter the North or South entrance doors only
- Bullying/Harassment form

CLOSED CAMPUS

- TCHS is a **CLOSED CAMPUS** for Lunch
- You **CANNOT** go off campus
 - This is for safety reasons
- **Consequence:**
 - 1st - 2 hour Detention
 - 2nd - Saturday School (4 hours)
 - 3rd - ISS

PARKING

- Must have a parking permit to park on campus
 - Purchase online
 - Seniors pick up reserved tag in the South Office from Ms. Bird
 - Underclass pick up parking sticker in South Office from Ms. Bird
- Do not park in a reserved senior or faculty spot
 - Senior Reserved parking is located outside our South entrance and are painted parking spots
 - General parking is located east of our South Entrance and are NOT painted. They will have G for General Parking painted on the spot
- \$25 Boot Fine
- No Vandalism
- Parking Map on website

SCHOOL ZONE

- Traffic in / out of school
- Texting and driving
- Fines double in school zones
- Safety-watch for pedestrians on their phone
- Speed Limit
- Bus Pick up and drop off locations/questions
- Report collisions or accidents to Officer Korca or Officer Wright
- Lost & Found



PSAT

The first National Test we offer on the high school level is the PSAT on October 8th, 2025

What is it?

The PSAT/NMSQT stands for the National Merit Scholarship Qualifying Test, which students take as a sophomore or junior. High enough marks on the PSAT/NMSQT as a junior can help a student land a National Merit Scholarship, which can mean **big bucks** for college.

Why do I need to take it?

Students can gauge the value of the PSAT in two ways. One is as a pathway to one of these scholarships and the other is as test prep for the SAT, which is broadly used as a **college admissions exam**. Taking a trial run with the PSAT is one way to get ready for the SAT.

The PSAT and SAT are similar, which makes taking the PSAT a useful exercise for SAT preparation.

PSAT

- Test will be given on Wednesday, October 8th
- The test is digital, so you will test on your school-issued laptops
- 10th grade and 11th grade are automatically registered (KISD pays for you to test)
- Non testing 9th graders and 12th grade students will have a late arrival (more information will be sent out prior to the test)
- 12th graders who need CCMR points will take the TSIA2 (so arrive at 8:30)
- 9th grade must pay to test
 - Cost per exam \$14.00
 - Registration/payment window opens on August 25th
 - Registration/payment closes September 12th at midnight
 - Pay Jennifer Ulbrich in the main office, exact amount in
 - in cash or check
 - OR pay online at the KISD webstore:



AP REGISTRATION

AP REGISTRATION OPENS ON SEPTEMBER 17 AND CLOSES ON OCTOBER 25TH AT 4PM.

REGISTRATION IS A 3-STEP PROCESS:

STEP 1: **Sign up** in **AP Central** and join each AP course for which you plan on taking an exam

STEP 2: **Register** for your exams in **TOTAL REGISTRATION**

STEP 3: **Pay** online at the **KISD Webstore** or in person
With cash or check.

AP scholarships are available for seniors taking more than 2 courses.

You are required to take the exam if you receive a scholarship. This opened last Friday and closes Sept 5th midnight

Timber Creek Website / Social Media

Follow Us for the latest news!!!

Twitter (X) - @TimberCreek_HS

Instagram @Timbercreek_highschool

Website - www.kellerisd.net/TCHS

**Student Code of Conduct
Acknowledgement of Expectations
2025-2026**

Students attending Class Talks will sign Acknowledgement Form in English Class

THANK YOU!

