

Sudan High School
STUDENT HANDBOOK
CODE OF CONDUCT



2006-2007

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ACCEPTABLE USE AGREEMENT FOR ELECTRONIC COMMUNICATION SYSTEM ACCESS

Student Agreement

You are being given access to the District's electronic communication system. With this educational opportunity comes responsibility. It is important that you read the District Acceptable Use Policy and ask questions if you need help in understanding it. Inappropriate system use will result in the loss of the privilege to use this educational tool.

APPROPRIATE USE

- You will be assigned an individual account, and you are responsible for not sharing the password for that account with others.
- The account is to be used only for identified educational purposes.
- You will be held responsible at all times for the proper use of your account as stated in the Acceptable Use Policy.

INAPPROPRIATE USES

- Using the system for any illegal purposes.
- Using any account other than your own.
- Posting personal information about yourself or others (such as addresses and phone numbers).
- Downloading or using copyrighted information without permission from the copyright holder.
- Posting messages or accessing materials that are abusive, profane, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal.
- Wasting school resources through the improper use of the computer system.
- Gaining unauthorized access to restricted information or resources.
- No streaming or downloading of audio (internet radio) will be allowed.

CONSEQUENCES FOR INAPPROPRIATE USE

- Suspension of access to the system
- Revocation of the computer system account; and/or
- Other disciplinary or legal action, in accordance with the Student Code of Conduct and applicable laws.

Student's Name _____ Grade _____

I understand that my computer use is not private and that the District will monitor my activity on the computer system. I have read the District's Acceptable Use Policy in this handbook and agree to abide by the stated provisions.

Student Signature _____ Date _____

Parent Agreement

I have read the Acceptable Use Policy in this handbook.

I release Sudan ISD and its personnel from any and all claims of damage from my child's use of or inability to use the Sudan ISD electronic communication system. I am aware of the possible security risk and will instruct my child not to give out personal information or attempt to reach sites that are inappropriate.



I give my permission for my child to participate in the District's electronic communications system and certify that the information on this form is correct.



I do NOT give permission for my child to participate in the District's electronic communication system.

Parent Signature _____ Date _____

SUDAN INDEPENDENT SCHOOL DISTRICT

Student Code of Conduct Notification Letter

Dear Parent:

The Student Code of Conduct contains the Discipline Management Plan for this school district. It is designed to inform you and your student of the type of conduct expected in the Sudan ISD. It is important that you and your child review the information in the Student Code of Conduct together so that you will clearly understand the rules of acceptable conduct and the consequences of violation of established rules. With your support and encouragement, I am confident your child will meet behavioral expectations of the District.

Please sign in the appropriate place on the following page so that we may know that you have received and reviewed the Student Code of Conduct and the Parent/Student Handbook with your child. Please tear out and return the completed form to your child's campus by September 1st. If your response has not been received by that date, we shall assume that you agree with and accept the policies and rules stated. If you have any questions relating to this Parent/Student Handbook or the attached Student Code of Conduct, please call or visit with the campus principal.

Sincerely,

Buddy Lowrance, Superintendent of Schools

STATEMENT OF NONDISCRIMINATION

Sudan I.S.D. does not discriminate on the basis of race, color, national origin, sex or disability in providing education or providing access to benefits of education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964 as amended; Section 504 of the Rehabilitation Act of 1973, as amended; and Title II of the Americans with Disabilities Act.

Hollis W. Lowrance has been designated to coordinate compliance with the nondiscrimination requirements of Title IX. Hollis W. Lowrance has been designated to coordinate with the nondiscrimination requirements of Section 504 of the Rehabilitation Act.

PREFACE

To Students and Parents:

The **Sudan High School Parent/Student Handbook** contains information parents and students are likely to need to ensure a successful school year. The handbook is organized alphabetically by topic. Throughout the handbook, the term “the student’s parent” means parent, legal guardian, or other person who has agreed to assume school-related responsibility for a student.

Students and parents also need to be familiar with the Sudan Independent School District **Student Code of Conduct**, as required by state law, is intended to promote school safety, and sets out the consequences for inappropriate behavior. This document will be provided for every student and may be found in the High School Library or the Principal’s office.

The Student Handbook is designed to be in harmony with Board policy and the Student Code of Conduct adopted by the Board. Though policy adoption and revision is an ongoing process, please be aware that this document is updated annually. Changes in policy that affect the student handbook will be communicated by newsletters and other communications to students and parents. These changes will generally supersede the provisions found in this handbook that will be made obsolete by newly adopted policy.

In case of conflict between a Board policy or the Student Code of Conduct and provisions of student handbooks, provisions of policy or the Student Code of Conduct most recently adopted by the Board shall prevail.

SCHOOL SONG

Oh, Sudan High, we give to you our praise;
Our goal to be, add honor to your name.
If we win or lose, we will ever choose,
And our motto we’ll proclaim,

For the black and gold,
May our strength unfold,
And truth shall be our highest aim.
Through work or play; we pledge this day,
Forever stand behind the black and gold,
Forever stand behind the black and gold. SHS

FIGHT SONG

Come all ye Hornets, join in the cheer
Fight for the colors ever so dear.
Loyal, honor, courage, bold
Stand behind the black and gold.

Dear “ole” Sudan of you we are proud;
We’ll always shout it, long, long, and loud;
Singing, Stinging, Hornets we
Are fighting for Victory

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SUDAN HIGH SCHOOL

2006-2007 SCHOOL CALENDAR

August 21	First Day of School
September 4	Labor Day Holiday
September 29	End of First Six-Weeks
October 2	Begin Second Six-Weeks
October 9	Parent Conference/Staff Develop. Day
November 10	End of Second Six-Weeks
November 13	Begin Third Six-Weeks
November 23-24	Thanksgiving Holiday
Dec. 22- Jan. 2	Christmas Holidays
January 3	Return from Holiday Break
January 5	End of Third Six-Weeks
January 8	Begin Fourth Six Weeks
January 15	Staff Development Day
February 16	End of Fourth Six-Weeks
February 19	Begin Fifth Six-Weeks
February 20	TAKS 9th, 10th, 11th Language Arts
February 26	Staff Development Day
March 12-16	Spring Break
March 21	RPTE Testing
April 6	End of Fifth Six-Weeks
April 9	School Holiday
April 18-20	TAKS Test 8Math, Reading, Soc.Studies; 9 Math; 10&11 Science, Math, & Social Studies
April 27	Staff Development Day
May 4	Bad Weather Make Up Day
May 11	Bad Weather Make Up Day
May 24	Eighth Grade Graduation-6:30 PM
May 24	Last Day of School
May 25	High School Graduation-8:00 PM
May 25	Teacher Workday

BELL SCHEDULE	
First Period	8:14--9:01
Second Period	9:05--9:50
Third Period	9:54--10:39
Break	10:39--11:11
Fourth Period	11:15--12:00
Fifth Period	12:04--12:49
Lunch	12:49--1:19
Sixth Period	1:23--2:10
Seventh Period	2:14--2:59
Eighth Period	3:03--3:50

ADVANCED PLACEMENT COURSES

College Board Advanced Placement and International Baccalaureate courses may be substituted for requirements in appropriate proficiency areas. Students or parents who have questions about advanced placement examinations should contact the principal or the counselor. Sudan High School offers Advanced Placement (AP) courses in Physics, Chemistry, Calculus, Biology, Art, and English, (grammar and composition.) AP courses are college courses and will be available to Junior or Senior level students who have completed high school prerequisites. The grade earned in these courses will be counted for high school credit.

Though the grade received in the AP class will count as a high school credit, in order for a college or university to award credit toward a degree plan, the student must pass an AP Exam on the subject. Though nearly all colleges and universities in the nation accept AP Exams for credit, some of them require a higher score on the exam than others. For more information on college credit, please contact the AP course teacher or Mr. Willingham, the high school counselor, at 227-2431 ext. 114.

ASSEMBLIES

Students are required to conduct themselves in assemblies as they do in class. Students who are tardy or who do not abide by District rules of conduct shall be subject to disciplinary action.

ATTENDANCE

Regular school attendance is essential for the student to make the most of his or her education, to benefit from teacher-led activities, to build each day's learning on the previous day's, and to grow as an individual. State law requires:

- A student from the ages of 6 through 18 attend school as well as any applicable accelerated instruction programs, extended year programs, or tutorial sessions, unless otherwise legally exempted or excused. A student who voluntarily attends or enrolls after his or her eighteenth birthday is required to attend each school day. If a student 18 or older has more than five unexcused absences in a semester, however, the District may revoke the student's enrollment. The student's presence on school property would be unauthorized and may be considered trespassing. School employees must investigate and report violations of the state compulsory attendance law. A student absent from school without permission from any class, required special programs, or required tutorials will be considered truant and subject to disciplinary action. A complaint against the parent may be filed in 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.
- To receive credit in a class, students must be in attendance for at least 90 percent of the days the class is offered. A student who attends fewer than 90 percent of the days a class is offered cannot receive credit for the class unless the attendance review committee finds that the absences are the result of extenuating circumstances such as:
 - An extracurricular activity or public performance approved by the District's Board of Trustees.
 - A District-approved mentorship designed to meet requirements for the distinguished achievement graduation program.
 - Required screening, diagnosis, and treatment for Medicaid-eligible students.
 - Observance of religious holy days including travel for that purpose.
 - A documented health care appointment—if the student begins classes or returns to school on the same day as the appointment.
 - A temporary absence resulting from any cause acceptable to the teacher, principal, or superintendent including personal illness; or illness or death in the immediate family.
 - A juvenile court proceeding documented by a probation officer.
 - An absence required by state or local welfare authorities.
 - A transfer or migrant student begins to accumulate absences only after he or she has enrolled in the district. For a student transferring into the district after school begins, including a migrant student, only those absences after enrollment will be considered.

- A family emergency or unforeseen or unavoidable instance requiring immediate attention.
- An approved visit to a college campus. Seniors will be allowed one (1) college visitation day per year. In order for the student to receive an excused absence for the college day, they must:
 1. Receive prior permission from the principal.
 2. Obtain written verification from an official at the college visited or of the visitation including date, student name, and signature of official.
 3. Present this verification to the principal on the day they return.

If the above conditions are met, the college day (excused absence) will not count for the purpose of determining final exam exemptions. College-day absences will be treated as any other excused absences (See Attendance in this Handbook) (Board Policy FDD Legal and FDD Local).

If the Committee determines that there have been extenuating circumstances, it will decide how the credit may be regained. The committee will consider the acceptability and authenticity of documented reasons for the student's absences. The committee, which will attempt to ensure that it is in the best interest of the student, will also consider whether the absences were for reasons over which the student or the student's parent could exercise control. They will consider the extent in 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. If the committee determines, however, that there are no extenuating circumstances, the student or parent may appeal the decision to the District's Board of Trustees by filing a written request with the superintendent.

For EVERY DAY a student is not in attendance in the excess of the allowed 10 percent, that student will serve one week of lunch detention. For example, if a student has missed 9 days, the tenth day absent will result in 5 days (1 week) of detention. The eleventh day will be 5 additional detentions, etc.

The actual number of days a student must attend in order to receive credit will depend on whether the class is for a full semester or for a full year. If credit is lost, the attendance committee will decide how the student may regain credit. The student or parent may appeal the committee's decision to the District's Board of Trustees by filing a written request with the superintendent.

- When a student must be absent from school, the student--upon returning to school--must bring a note, signed by the parent, that describes the reason for the absence. A note signed by the student, even with the parent's permission, will not be accepted unless the student is 18 or older.
- A student absent for any reason should promptly make up specific assignments missed and/or complete additional in-depth study assigned by the teacher. A student who does not make up assigned work within the time allotted by the teacher will receive a grade of zero for the assignment.
- Class time is important. Doctor's appointments should be scheduled, if possible, at times when the student will not miss instructional time.
- A student who is tardy to class will be assigned to detention hall. Repeated instances of tardiness will result in more severe disciplinary action.
- A parent wishing to withdraw a student from school must present a signed statement to the principal explaining the reason for the withdrawal and the effective date.

Driver License Attendance Verification

To obtain a driver license, a student between the ages of 16 and 18 must annually provide to the Texas Department of Public Safety a form obtained from the school verifying that the student has met the 90 percent attendance requirement for the semester preceding the date of application. The student can obtain this form at the high school office.

Tardiness:

Because ample time is allowed between classes to visit the restroom and retrieve all needed books and materials from lockers, students are expected to be in their classroom and seated when the tardy bell rings. All tardies are considered unexcused unless accompanied by a note from a teacher or principal. Students who are tardy shall be assigned to detention hall. Repeated instances of tardiness shall result in more severe disciplinary action.

Truancy:

Students who are absent from school or from class without permission will be considered truant and will be subject to disciplinary action.

Leaving during the day:

Students will not be allowed to leave the campus during the day for any non-school reason unless a parent or guardian signs them out. Students who must leave school during the day must bring a note from their parent that morning. Students who become ill during the day should, with the teacher's permission, report to the office. The school nurse and the principal will decide whether or not the student should be sent home and will notify the student's parent. Students will not be allowed to go home unless a parent can be contacted, and students will not be allowed to leave with any person other than their legal parent or guardian unless the parent or guardian has granted permission.

Withdrawing from school:

A student under 18 may be withdrawn from school only by a parent. The school requests notice from the parent at least 3 days in advance so that records and documents are prepared. The parent may obtain a withdrawal form from the principal's office. On the student's last day, the withdrawal form must be presented to each teacher for current grade averages and book clearance; to the librarian to ensure a clear library record; to the clinic for health records; to the counselor for the last report card and course clearance; and finally, to the principal. A copy of the withdrawal form will be given to the student, and a copy will be placed in the student's permanent record. A student who is 18 or older, who is married, or who has been declared by a court to be an emancipated minor, may withdraw without parental signature. [For further information, see policies at EHBC, EIA, FDC, and FDD.]

AWARDS AND HONORS

Honor Roll is based on solid subjects only, Band, PE, and Teachers Aide work will not be included.

All students who achieve grades of 90 or above in all of their classes will be named to the A HONOR ROLL. All students who achieve grades of 80 or above will be named to the B HONOR ROLL. [See also Class Ranking and Academic Counseling.]

CAREER & TECHNOLOGY PROGRAMS

The district offers career & technology programs in Business, Industrial Arts, Agriculture & Manufacturing, Family & Consumer Sciences, & Auto Mechanics. The district will take steps to ensure that lack of English language skills will not be a barrier to admission & participation in all educational & vocational programs.

CAFETERIA SERVICES

The District participates in the National School Lunch Program & offers free and reduced-price meals based on a student's financial need. Information can be obtained from the Superintendent's office. Students in grades 8-12 that do not qualify for free or reduced meals will be charged \$.50 for breakfast and \$1.00 for lunch.

CHEERLEADERS

Eight cheerleaders are elected at the end of the school year to serve the following year. The cheerleaders are chosen from the current 8th, 9th, 10th, and 11th grades. The head cheerleader will be elected by the newly elected cheerleaders. The head cheerleader must have been a cheerleader previously. The cheerleaders are elected as follows: 60% judges, 30% teachers, and 10% student body.

Elected cheerleaders are responsible for purchasing their own shoes, socks, and personalized items. The school furnishes the uniforms. Each cheerleader must pay a deposit of \$75.00 for the use of the uniforms. The deposit will be refunded when the uniforms are returned in proper condition.

CLASS RANKING

The final grade average of a graduating senior is computed by averaging grades beginning with grade nine and ending with the fifth six weeks of grade twelve. All grades in all classes (**EXCEPT** band I, II, III, drivers education, correspondence courses, PE or athletics, dual-credit college courses, and college courses taken for high school credit) including summer school, are used to calculate the weighted GPA for class rank. This weighting system will only be used to calculate a grade point average (GPA) for class rank. The grades recorded on the official transcript will reflect the actual grades received by the student in each individual class. Multi-hour courses will be counted only once in calculating class rank.

Weighted courses include all Advanced Placement courses, Accounting II, Advanced Accounting II, Computer Science, Internetworking Technologies II, Physics, Pre-Calculus, Spanish III, Spanish IV, and Anatomy and Physiology. All other courses are considered “regular” courses for the purpose of calculating class rank with the exception noted above.

In order for a student to be eligible for Valedictorian or Salutatorian, they must have attended Sudan High School for the student’s last four semesters, and the student must have attended an accredited high school for four years. Early graduates will receive the rank they earned with the Junior class and will not be considered for Valedictorian or Salutatorian honors.

The class rank weighting system is calculated on a maximum 6.5 scale with each individual course carrying the weight described in the following table. All computer-generated calculations will represent a GPA based on this system.

In order to convert the weighted GPA to a 4.0 scale or 100 scale for college purposes, complete the following calculations. Multiply your GPA (calculated on the weighted 6.5-point system) by 4 (or 100) then divide by 6.5. For example, 6.167×4 equals 24.6680 divided by 6.5 equals a GPA of 3.795 (round to the thousandth’s place). In order to convert this same GPA to a 100-point scale, multiply the 6.167×100 equals 616.7 divided by 6.5 equals 94.877.

Reminder: The actual grades recorded on your transcript are not weighted.

For two school years following their graduation, students who are ranked in the top ten percent of their graduation class are eligible for automatic admission into four-year public universities and colleges in Texas. Students and parents should see the counselor or principal for further information about how to apply and the deadline for application. [For further information, see policies at EIC & See Academic Counseling and Graduation Requirements.]

COMMUNICABLE DISEASE: BACTERIAL MENINGITIS

State law specifically 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 Department of State Health Services 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 Department of State Health Services, <http://www.dshs.state.tx.us/>.

COMMUNICABLE DISEASES/CONDITIONS

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

These diseases include:

Amebiasis	Hepatitis, Viral A	Rubella (German Measles)
Campylobacteriosis	Impetigo	including congenital
Chicken pox	Infectious mononucleosis	Salmonellosis, including
Common cold with fever	Influenza	typhoid fever
Fifth disease	Measles (Rubeola)	Scabies
(Erythema Infectiosum)	Meningitis, Bacterial	Shigellosis
Gastroenteritis, Viral	Mumps	Streptococcal disease, invasive
Giardiasis	Pinkeye (Conjunctivitis)	Tuberculosis, Pulmonary
Head Lice (Pediculosis)	Ringworm of the scalp	Whooping Cough (Pertussis)

COMPLAINTS BY STUDENTS/PARENTS

Usually student or parent complaints or concerns can be addressed by a phone call or conference with the teacher or principal. For those complaints and concerns that cannot be so easily handled, the District has adopted a standard complaint policy. In general, a parent or student should submit a written complaint and request a conference with the campus principal. If the concern is not resolved, a request for a conference should be sent to the Superintendent. If still unresolved, the District provides for the complaint to be presented to the Board of Trustees, members of the community elected to set policy and priorities for the District.

Some complaints require different procedures. Any campus office or the Superintendent’s office can provide information regarding specific complaint processes for the following complaints. Additional information can also be found in the designated Board policy, available in the principal’s and superintendent’s offices:

- Discrimination on the basis of gender: policy FB.
- Sexual abuse or sexual harassment of a student: policy FNCJ. [See Sexual Harassment/Sexual Abuse.]
- Loss of credit on the basis of attendance: policy FDD.
- Removal of a student by a teacher for disciplinary reasons: policy FOAA.
- Removal of a student to a disciplinary alternative education program: policy FOAB.
- Expulsion of a student: policy FOD.
- Identification, evaluation, or educational placement of a student with disabilities: policies EHBA and FB. [See Special Programs.]
- Instructional materials: policy EFA.
- On-Campus distribution of non-school materials to students: policy FMA.
- Complaints against District peace officers: policy CKE.

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 parents will be asked to sign an acceptable use agreement regarding use of these resources; violations of this agreement may result in withdrawal of privileges and other disciplinary action. Students and their parents should be aware that e-mail using district computers is not private and may be monitored by district staff. [For additional information, see policy CQ.]

CONDUCT

Students are expected to:

- Behave in a responsible manner, demonstrating courtesy and respect for the rights of other students and District staff. Respect for the property of others, including District property and facilities, is essential to the maintenance of facilities, safety, order, and discipline.
- Attending all classes regularly and on time, being prepared for each class, and taking appropriate materials and assignments to class is expected of all students.
- Students are to be well groomed and dressed appropriately each day.

As required by law, the board has adopted a Student Code of Conduct that establishes behavior standards—both on and off campus—and consequences for the failure to abide by the standards. Students need to be familiar with the standards set out in the Student Code of Conduct, as well as campus and classroom rules, in order to avoid violations and the subsequent consequences. To achieve the best possible learning environment for all students, the Student Code of Conduct and other campus rules will apply whenever the interest of the district is involved, on or off school grounds, in conjunction with classes and school-sponsored activities. The district has disciplinary authority over a student in accordance with the Student Code of Conduct.

A copy of the Student Code of Conduct and the campus rules are included as attachments to this handbook. Each teacher will develop and advise students of classroom rules.

Academic Dishonesty / Cheating / Plagiarism

Copying another person's work, such as homework, class work, or a test, is a form of cheating. Plagiarism is the use of another person's original ideas or writing as one's own without giving credit to the true author. Plagiarism will be considered cheating and the student will be subject to academic disciplinary action that may include loss of credit of the work in question. Teachers who have reason to believe a student has engaged in cheating or other academic dishonesty will determine the academic penalty to be assessed. Students found to have engaged in academic dishonesty will be subject to disciplinary penalties as well, according to the Student Code of Conduct.

Corporal Punishment

Corporal punishment—spanking or paddling the student—may be used as a discipline management technique in accordance with the Student Code of Conduct. Corporal punishment will be governed by the following conditions:

- The student is told of the reason corporal punishment is being given.
- The principal or a teacher in the principal's office may give corporal punishment.
- The instrument to be used shall be approved by the principal.
- If corporal punishment is required, it shall be accomplished in the presence of one other District professional employee out of view of other students.

A record shall be maintained of each instance of corporal punishment.

Paging Devices/Cellular Telephones/CD Players, and Other Electronic Devices and Games

Students are not permitted to possess such items as pagers, radios, CD players, tape recorders, camcorders, DVD players, cameras, electronic devices or games, or telecommunications devices with text messaging at school, unless prior permission has been obtained from the principal. Without such permission, teachers will collect the items and turn them in to the principal's office. The principal will determine whether to return the items at the end of the day for students to take home or whether parents will be contacted to pick up the items. Any disciplinary action will be in accordance with the Student Code of Conduct.

Social Events

School rules apply to all school social events. Guests attending these events are expected to observe the same rules as students, and the person inviting the guest will share responsibility for the conduct of his or her guest. A student attending a social event will be asked to sign out when leaving before the end of the event; anyone leaving before the official end of the event will not be readmitted.

Sexual Harassment / Sexual Abuse

Unwanted and unwelcome conduct of a sexual nature—words, gestures, or any other sexual conduct, including requests for sexual favors—directed toward another student or a District employee is unacceptable. [For more complete information, see **Sexual Harassment / Sexual Abuse** on page 37.]

Alcohol, Drugs, Tobacco, and Weapons-Under state and federal law, a student is not allowed to possess, sell, give away, or use alcohol, illegal drugs, tobacco products, guns, or other weapons on school property or at a school-related or school-sanctioned activity, on or off school property. Having one of these items in a privately owned vehicle that the student has driven to school and parked on District property is also prohibited.

Disruptive Activities

State law prohibits a student from participating in disruptive activities. That includes acting alone or with others to:

- Interference with the movement of people in an exit, entrance, or hallway of a District building without the authorization from an administrator.
- Interference with an authorized activity by seizing control of all or part of a building.
- Use of force, violence, or threats in an attempt to prevent participation in an authorized assembly.
- Use of force, violence, or threats to cause disruption during an assembly.
- Interference with the movement of people at an exit or an entrance to District Property.
- Use of force, violence, or threats in an attempt to prevent people from entering or leaving District property without authorization from an administrator.
- Disruption of classes while on District Property or on public property that is within 500 feet of District property. Class disruption includes making loud noises; trying to entice a student away from, or to prevent a student from attending, a required class or activity; entering a classroom without authorization and disrupting the activity with profane language or any misconduct.
- Interference with the transportation of student in District vehicles.

APPLICABILITY OF SCHOOL RULES AND DISCIPLINE

To achieve the best possible learning environment for all our students, Sudan High School rules and discipline will apply:

- During the regular school day or while a student is going to & from school on District transportation.
- During lunch periods in which a student is allowed to leave campus.
- Within 300 feet of school property.
- While a student is in attendance at any school-related activity, regardless of time or location.
- For any school-related misconduct, regardless of time or location.

This includes school social events to which a student brings a guest. Guests are expected to observe the same rules as students attending the event, and the person inviting the guest will share responsibility for the conduct of the guest.

A student attending a social event will be asked to sign out when leaving before the end of the event; anyone leaving before the official end of the event will not be readmitted.

- 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.

For information regarding **Searches** of student lockers and vehicles brought onto school property.

As required by law, the District has developed and adopted a Student Code of Conduct that prohibits certain behaviors and establishes standards of acceptable behavior--both on and off campus--and consequences for violation of the standards. Students need to be familiar with the standards set out in the Student Code of Conduct, as well as campus and classroom rules. [See **Preface** for further information.]

CORPORAL PUNISHMENT

Corporal punishment--spanking or paddling the student--may be used as a discipline management technique in accordance with the Student Code of Conduct and policy FO (LOCAL) in the District's policy manual.

CORRESPONDENCE COURSES

The District permits high school students to take correspondence courses (courses by mail or via the Internet) for graduation credit. Students in grades 9-12 may earn credits toward high school graduation with these exceptions. Correspondence courses may not be used to replace a course that is taught at Sudan High School, unless the course has been taken and failed, in which TAKS testing instruction is primarily provided. (Examples are Algebra I, Algebra II, and English II) After all sections of the TAKS have been passed, any course required for graduation at Sudan High School may be taken by correspondence, summer school, or dual credit.

Students may earn a maximum of two state-required credits through correspondence courses and may be enrolled in only one correspondence course at a time.

All correspondence course work in prerequisite courses must be completed and grades received before a student will be allowed to enroll into the next level course. All correspondence courses must have the prior permission of the principal.

COUNSELING

Academic Counseling

Students and parents are encouraged to talk with a school counselor, teachers, or principal to learn about course offerings, the various graduation requirements, and early graduation procedures. Each spring, students in grades 8 through 11 will be provided information on anticipated course offerings for the following year and other information that will help them make the most of academic and vocational opportunities. [See **Graduation Requirements and Class Ranking.**]

To plan for the future, students should work closely with their counselor in order to take the high school courses that best prepare them for attendance at a college, university, or training school, or for pursuit of some other type of advanced education. The counselor can also provide information about entrance examinations and deadlines for application, as well as information about automatic admission to state colleges and universities, financial aid, housing, and scholarships.

Under the Texas Early High School Graduation Scholarship Program, students who complete the Recommended or Advanced (Distinguished Achievement) High School Program may earn financial credits in varying amounts to apply toward college tuition. The amounts depend on the number of consecutive months in which the student completed graduation requirements and the number of early college credits earned and may be used at a public or private higher education institutions within the state. The counselor can provide additional information about meeting the program's eligibility requirements. Students who have financial need according to federal criteria and who complete the Recommended High School Program or Distinguished Achievement Program may be eligible under the TEXAS Grant Program for tuition and fees to Texas public universities, community colleges, and technical schools, as well as to private institutions.

[For further information, see the principal or counselor and policy EJ.]

Personal Counseling

The school counselor is available to assist students with a wide range of personal concerns, including such areas as social, family, emotional, or substance abuse needs. The counselor may also make available information about community resources to address personal concerns.

Please note: The school will not conduct a psychological examination, test or treatment without first obtaining the parent's written consent. Parental consent is not necessary when a psychological examination, test, or treatment is required by state or federal law for special education purposes or by the Texas Education Agency for child abuse investigations and reports. [For more information, refer to policy FFE and FFG (EXHIBIT).]

CREDIT BY EXAMINATION

With Prior Instruction

A student in any grade who has received prior instruction in a course or subject--but did not receive credit for it--may be permitted by the District to earn credit by passing an examination on the essential knowledge and skills defined for that course or subject. To receive credit, a student must score at least 70 on the examination. The attendance review committee may allow a student with excessive absences to receive credit for a course by passing an examination. A student may not use this examination, however, to regain eligibility to participate in extracurricular activities. [For further information, see policy EEIA.]

Without Prior Instruction

A student will be permitted to take an examination to earn credit for an academic course for which the student has no prior instruction. The dates on which examinations are scheduled during the 2006-2007 school year include:

Date Scheduled
1st Week of December 2006
1st Week of May 2007

Contact Mr. Willingham for exact dates.

The passing score required to earn credit on an examination for acceleration is 90.

A student planning to take an examination for acceleration (or the student's parent) must register with the principal no later than 30 days prior to the scheduled testing date. The District will not honor a request by a parent to administer a test purchased by the parent from a State Board-approved university.

[For further information, see EEJB.]

DETENTION

A noon detention period will be used as a first line of discipline. It will be used primarily for minor infractions of the Student Code of Conduct. Detention will be for the first 20 minutes of the lunch period. It will be held in a specific classroom and a cumulative record of detentions will be kept for each student. Excessive accumulation of detentions will result in a more severe discipline. Accumulation of 3 or more detentions within a six-week period or 5 or more within a semester will be cause for assignment to In-School Suspension. Continued assignment to In-School Suspension will warrant more severe disciplinary action including assignment to an Alternative Educational Placement center (AEP). Detentions accumulated for excessive absences will NOT be cause for assignment to In-School Suspension.

DISTRIBUTION OF PUBLISHED MATERIALS OR DOCUMENTS

Publications prepared by and for the school may be posted and distributed, with prior approval by the principal, sponsor, or teacher. Such items may include school posters, brochures, murals, etc. The school newspaper and the yearbook are available to students.

School Materials

All school publications are under the supervision of the teacher, sponsor, and the principal.

Nonschool Materials from Others

Written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials not sponsored by the district or by a district-affiliated school-support organization will not be sold, circulated, distributed, or posted on any district premises by any district employee or by persons or groups not associated with the district, except as permitted by policy GDKA. To be considered, any nonschool material must meet the limitations on content established in the policy, including the name of the sponsoring person or organization, and be submitted to the principal for prior review. The principal will approve or reject the materials within two school days of the time the material is received. The requestor may appeal the decision.

Nonschool Materials from Students

Students must obtain prior approval from the principal before posting, circulating, or distributing written materials, handbills, photographs, pictures, petitions, films, tapes, posters, or other visual or auditory materials that were not developed under the oversight of the school. To be considered, any nonschool material must include the name of the sponsoring person or organization. The decision regarding approval will be made in two school days. The principal has designated the library and the high school office as the location for approved nonschool materials to be placed for voluntary viewing by students. [See policy FNAA.]

The students may appeal the principal's decision in accordance with policy FNG (LOCAL). Any student who posts material without prior approval will be subject to disciplinary action in accordance with the Student Code of Conduct. Materials displayed without this approval will be removed.

DRESS CODE

The District's dress code is established to teach grooming and hygiene, instill discipline, assert authority, prevent disruption, minimize safety hazards, and teach respect and authority. Students should be dressed and groomed in a manner that is clean and neat and that will not be a health and safety hazard to themselves

or others. The District prohibits any clothing or grooming that in the principal's judgement may reasonably be expected to cause disruption of or interference with normal school operations. The District prohibits pictures, emblems, or writings that are lewd, offensive, vulgar, or obscene or that advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance prohibited under policy FNCF (LOCAL). The student and parent may determine the student's personal dress and grooming standards, provided they comply with these general guidelines and the District's dress code for students in the student handbook.

If the principal determines that a student's grooming violates the dress code, the student shall be given an opportunity to correct the problem at school. If not corrected, the student will be disciplined according to campus policy for dress code violations. Repeated offenses may result in more serious disciplinary action. Appropriate discipline procedures shall be followed in all cases.

The principal, in cooperation with the sponsor, coach, or other person in charge of an extra-curricular activity, may regulate the dress and grooming of students who participate in the activity. Students who violate these standards may be removed or excluded from the activity for a period determined by the principal or sponsor and may be subject to other disciplinary action.

GENERAL GUIDELINES

- Immodest dress will not be allowed. This may include but is not limited to the following:
 - *Strapless dresses, sundresses, see-through materials
 - *Tank tops, halter-tops, fish net or spaghetti straps
 - *Low cut dresses, blouses, or shirts
 - *Inappropriate sleeveless shirts or dresses (Sleeveless garments must cover the width of the shoulder, be hemmed and must be cut to fit under the arm)
- Proper undergarments will be worn at all times and will not be exposed.
- Pants with holes are unacceptable unless patched.
- Any top showing a bare midriff (when arms are extended outward) are not permitted.
- Shorts or skirts must allow students to be able to stand, sit and/or bend with modesty. The guideline for these is "fingertip length". This means that the length cannot be shorter than the level where the fingertips fall when the student's hands are at their sides.
- Pants will not be allowed to sag or be excessively baggy as determined by the principal. Students will not be permitted to wear long shirts extending well below the waistline over the pants for the purpose of hiding sagging pants.
- Overcoats, trench coats, dusters, or other concealing attire will not be permitted.
- Shorts may be worn on any day during the school year. No bicycle shorts will be allowed. Shorts should be loose fitting and either be hemmed or turned up/under to provide a neat appearance.
- Caps and hats are not to be worn inside the building during regular school hours. Caps at school functions are to be worn straight with the bill toward the front.
- No chains (including wallet chains) are allowed.
- Visible body piercing for female students is restricted to the ear. Male students cannot have any visible piercing.
- No ponytails or rat tails on male students.
- Male hair length will not extend below the top of the collar of a regular dress shirt nor beyond the bottom or the ear lobes, nor fall over the eyebrows. Sideburns will not extend below the bottom of the ear lobe. Facial hair is not permitted.
- Students should avoid extremes in hairstyles that attract so much attention they interfere with the classroom-learning environment. Examples include Mohawks, unusually dyed or colored hair, and shaved designs in the hair. Hair should be kept and well-groomed.
- Exceptions to the dress code may be made by the campus principal for special events such as pep rallies, spirit days, etc.

Students and parents need to be aware that many of the unacceptable styles of dress can become allowable with the wearing of additional clothing.

It is impossible to list all of the acceptable and unacceptable types of dress and grooming and therefore, a judgment decision must be made at certain times. The principal will have the final authority to determine if a student's grooming violates the dress code.

If the principal, or his designee, determines that a student's grooming violates the dress code, the student will be required to wear the school uniform and will be assigned a lunch detention.

DRIVER EDUCATION

Sudan High School offers noncredit driver education instruction to students who reach the age of 15 by the end of the classroom phase of the course. The cost of the course will be determined by the local school district. The course is normally taught the last part of the spring semester with the driving portion occurring during the summer. The fee for Driver Education must be paid before the first class session.

DUAL CREDIT COURSES/COLLEGE COURSEWORK

High School graduation credit will be granted for certain college courses that replace Sudan High School curriculum. Prior permission from the principal must be attained before enrollment in a college course for which graduation credit may be allowed. (For more information, contact the principal or counselor.)

To be awarded state graduation credit for a college course, the course must provide advanced academic instruction beyond or in greater depth than the TEKS for that course. When this condition is met in one three-hour course, one state graduation credit can be awarded. When two three-hour courses are required, the student must complete both courses to receive one high school graduation credit.

EXEMPTION POLICY - Semester Exams

Junior and senior students may be exempt from semester exams for all classes in which they have maintained an average grade of 80 or above for the previous three six-weeks if they have been absent for no more than two class periods in that class. Junior and senior students who have maintained a 90 or above may be exempt if they have been absent no more than three class periods. Co-curricular and extracurricular days for UIL activities are not considered as days absent.

Freshmen and sophomore students will be allowed to be exempted from semester exams in all classes for which they meet the qualifications mentioned above with the following exception - freshmen and sophomores must take all English, Math, and Science exams unless the class is a junior or senior level class, (such as Algebra II.)

A grade of 80 to 89 with two absences or less in each class = exempt.

A grade of 90 - 100 with three absences or less in each class = exempt.

Because the state counts all students absent if they are not present on the days of semester exams, **all students regardless of their exemption status will be required to attend school on the days of semester exams until 10:00 AM.** On test days, students who are exempt from exams will report to a designated area where they will be required to stay until 10:00 AM. If attendance on test days is below 98%, exemptions will be discontinued.

If a comprehensive final examination is a weighty portion of the assessment of a particular course, the teacher may require all students to take the final exam whether or not they are considered exempt. In this case, the teacher may choose to schedule the exam before it's regularly scheduled time with the approval of the principal.

EXTRACURRICULAR ACTIVITIES, CLUBS, AND ORGANIZATIONS

Participation in school related activities is an excellent way for a student to develop talents, receive individual recognition, and forge strong friendships with other students. Participation is a privilege. Eligibility for participation in many of these activities is governed by state law and the rules of the University Interscholastic League (UIL)—a statewide association overseeing interdistrict competition. The following requirements apply to all extracurricular activities:

- A student who receives an average grade below 70 in any academic class other than an identified or advanced class at the end of any grade evaluation period may not participate in extra-curricular activities for at least three weeks.
- A student with disabilities who fails to meet the standards in the Individual Education Plan (IEP) may not participate in extracurricular activities for at least three weeks.
- A student may practice or rehearse while suspended. The student regains eligibility when the principal and teachers determine that he or she has: (a.) earned a passing grade (70 or above) in all academic classes other than those that are honors or advanced; and (b.) completed three weeks of ineligibility.
- All students are allowed up to 10 absences per class for UIL and other school sponsored activities during the

school year. Absences for post district activities do not count against the ten (10) days. Students who are members of FFA or 4-H Clubs are allowed five (5) additional days for stock show participation. The principal may grant additional days (not to exceed 5) for other activities on a case by case basis. A student who misses class because of participation in a non approved activity will receive an unexcused absence.

•Post District Activities are:

- UIL activities past district competition
- Stock show days missed due to qualifying for the sale
- Restrictions on participation related to discipline may be found in the Student Code of Conduct.
- A student absent from school for a contagious illness or for any reason that would result in an unexcused absence will not be allowed to participate in school-related activities on that day or evening. The principal or designee will determine whether a student may participate.

Please note: Student clubs and performing groups such as the band, choir, and athletic teams may establish standards of behavior--including consequences for misbehavior--that are stricter than those for students in general. If a violation is also a violation of school rules, the consequences specified by the Student Code of Conduct or by local policy will apply in addition to any consequences specified by the organization's standards of behavior. [For further information, see policy FM.]

FEES

Materials that are part of the basic educational program are provided without charge to the student. Students are expected to provide their own supplies of pencils, paper, erasers, and notebooks, and may be required to pay certain other fees or deposits, including:

- Costs for materials for a class project that the student will keep.
- Membership dues in clubs or student organizations and admission fees to extracurricular activities.
- Security deposits.
- Personal physical education and athletic equipment and apparel.
- Voluntary purchases of pictures, publications, class rings, etc.
- Voluntary purchase of student accident insurance.
- Musical instrument rental and uniform maintenance, when uniforms are provided by the District.
- Personal apparel used in extracurricular activities that becomes the property of the student.
- Parking fees and student identification cards.
- Fees for lost, damaged, or overdue library books.
- Fees for driving training courses, if offered.
- Fees for optional courses offered for credit that require use of facilities not available on District premises.
- Summer school courses that are offered tuition free during the regular school year.
- A reasonable fee for providing transportation to a student who lives within two miles of the school.

[See **Transportation** .]

- A fee not to exceed \$50 for costs of providing an educational program outside of regular school hours for a student who has lost credit because of absences and whose parent chooses the program in order for the student to meet the 90 percent attendance requirement. The fee will be charged only if the parent or guardian signs a District-provided request form.

Any required fee or deposit may be waived if the student and parent are unable to pay. Application for such a waiver may be made to the principal. [For further information, see policy FP.]

FUND RAISING

Except as approved by the principal, fund raising shall not take place on school property.

GRADE CLASSIFICATION

After the 9th grade, students are classified according to the number of units earned toward graduation.

UNITS OF CREDIT EARNED	GRADE PLACEMENT
6	10 th (sophomore)
12	11 th (junior)
18	12 th (senior)

GRADUATION

Graduation Programs

A student is entitled to complete a graduation program offered to ninth graders during the student's freshman school year. A student may, but will not be required to, complete a program offered by the District later during the student's high school career.

Number of Credits

- Minimum 24
- Recommended 26
- Distinguished Achievement 26

Requirements for a Diploma

To receive a high school diploma, a student must successfully complete the required number of credits and pass a statewide exit-level examination. [See **Testing**.]

A certificate of course work completion will **NOT** be issued to a senior student who successfully completes state and local credit requirements for graduation but fails to perform satisfactorily on the exit-level or end-of-course examinations.

Upon the recommendation of the Admission Review and Dismissal committee, a student with disabilities may be permitted to graduate under the provisions of his or her Individual Education Plan (IEP). [See **Academic Counseling** and **Graduation Requirements**.]

HEALTH RELATED MATTERS

Physical Activity for Students in Junior High Grades

In accordance with EHAB, EHAC, and FFA, the district will ensure that students in junior high school will engage in at least 30 minutes of physical activity per day or 135 minutes per week. For additional information on the district's requirements and programs regarding elementary, middle, and junior high school student physical activity requirements, please see the principal.

School Health Advisory Council

During the preceding school year, the district's School Health Advisory Council held meetings to discuss the health concerns and programs offered at Sudan ISD. Additional information regarding the district's School Health Advisory Council is available from the principal. [See policies BDF and EHAA.]

Vending Machines/Snack Break Times

The district has adopted policies and implemented procedures to comply with agency and food service guidelines for restricting student access to vending machines and snack sizes and/or ingredients that the federal government does not allow. [See policies CO and FFA.]

Other Health Related Matters

Tobacco Prohibited

The district and its staff enforce prohibitions against the use of tobacco products by students and others on school property and at school-sponsored and school-related activities.

Asbestos Management Plan

The district's Asbestos Management Plan, designed to be in compliance with state and federal regulations, is available in the superintendent's office. If you have any questions, please contact Kenneth Richard or Buddy Lowrance, School Superintendent.

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 should not be immunized. The immunization required are Diphtheria rubeola (measles, rubella, mumps, tetanus, Hemophilus 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. Proof of immunization may be personal records from a licensed physician or public health clinic with a signature or rubber-stamp validation.

If a student's religious beliefs conflict with the requirement that the student be immunized, the student must present a statement signed by the student (or by parent if the student is a minor) stating that the immu

nization conflicts with the beliefs and practices of a recognized church or religious denomination of which the student is an adherent or member. This statement must be renewed yearly.

If a student should not be immunized for medical reasons, the student or parent must present a certificate, signed by a US licensed physician, stating that, in the doctor's opinion, the immunization required would be harmful to the health and well-being of the student or any member of the student's family or household. This certificate must be renewed yearly unless the physician specifies a lifelong condition. For further information, refer to the Department of State Health Services Web site:

http://www.dshs.state.tx.us/immunize/school/school_info.shtml.

IN-SCHOOL SUSPENSION

In-school suspension (ISS) will be used as a primary disciplinary tool. ISS may be used as a disciplinary tool for reasons ranging from accumulated detentions to fighting. All ISS is assigned by the principal and parents will be mailed a notification when their child is assigned to ISS with an explanation of the reason for the assignment. If a student refuses to attend ISS, or is disruptive in ISS, they will be placed in an Alternative Education Placement center (AEP). Corporal punishment will not be used to replace ISS.

LAW ENFORCEMENT

Questioning of Students

When law enforcement officers or other lawful authorities wish to question or interview a student at school, the principal will cooperate fully regarding the conditions of the interview, if the questioning or interview is part of a child abuse investigation. In other circumstances:

- The principal will verify and record the identity of the officer or other authority and ask for an explanation of the need to question or interview the student.
- The principal ordinarily will make reasonable efforts to notify parents unless the interviewer raises what the principal considers to be a valid objection.
- The principal ordinarily will be present unless the interviewer raises what the principal considers to be a valid objection.

Students Taken into Custody

State law requires the District to permit a student to be taken into legal custody:

- To comply with an order of the juvenile court.
- To comply with the laws of arrest.
- By a law enforcement officer if there is probable cause to believe the student has engaged in delinquent conduct or conduct in need of supervision.
- By a probation officer if there is probable cause to believe the student has violated a condition of probation imposed by the juvenile court.
- To comply with a properly issued directive to take a student into custody.
- By an authorized representative of Child Protective Services, Texas Department of Protective and Regulatory Services, a law enforcement officer, or a juvenile probation officer, without a court order, under the conditions set out in Family Code relating to the student's physical health or safety.

Before a student is delivered to a law enforcement officer or other legally authorized person, the principal will verify the officer's identity and, to the best of his or her ability, will verify the official's authority to take custody of the student. The principal will immediately notify the Superintendent and will ordinarily attempt to notify the parent unless the officer raises what the principal considers to be a valid objection to notifying the parents. Because the principal does not have the authority to prevent or delay a student's release to a law enforcement officer, any notification will most likely be after the fact.

Notification of Law Violations

The District is required by state law to notify:

- All instructional and support personnel who have responsibility for supervising a student who has been arrested or referred to the juvenile court for any felony offense or for certain misdemeanors.
- All instructional and support personnel who have regular contact with a student who has been convicted, received deferred prosecution, received deferred adjudication, or was adjudicated of delinquent conduct for any felony offense or certain misdemeanors.[For more information, see policy GRA.]

MAKEUP WORK AND DAEP/ISS MAKEUP WORK

For any class missed, the teacher may assign the student makeup 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 or course requirements. A student will be responsible for obtaining and completing the makeup work in a satisfactory manner and within the time specified by the teacher. [For further information, see policy EIAB.] A student who does not make up assigned work within the time allotted by the teacher will receive a grade of zero for the assignment. A student will be permitted to make up tests and to turn in projects due in any class missed because of absence. Teachers may assign a late penalty to any long-term project in accordance with time lines approved by the principal and previously communicated to students.

A student removed to a Disciplinary Alternative Education Program (DAEP) during the school year will have an opportunity to complete, before the beginning of the next school year, coursework needed to fulfill the student's high school graduation requirements. The district may provide the opportunity to complete the coursework through an alternative method, including a correspondence course, distance learning, or summer school. The district will not charge the student for any method of completion provided by the district [policy FOCA.] A student removed from the regular classroom to in-school suspension or another setting, other than a DAEP, will have an opportunity to complete before the beginning of the next school year each course the student was enrolled in at the time of removal from the regular classroom. The district may provide the opportunity by any method available, including a correspondence course, distance learning, or summer school. [See policy FEA.] Students and their parents are encouraged to discuss options with the teacher or counselor to ensure the student completes all work required for the course or grade level.

MEDICINE AT SCHOOL

District employees will not give a student prescription medication, nonprescription medication, herbal substances, anabolic steroids, or dietary supplements, with the following exceptions: 1). Prescription medication, in the original, properly labeled container, provided by the parent, along with the written request; 2.) Medication from a properly labeled unit dosage container filled by a registered nurse or another qualified district employee from the original, properly labeled container; 3). Nonprescription medication, in the original, properly labeled container, provided by the parent along with a written request; 4). Herbal or dietary supplements provided by the parent only if required by the student's IEP or Section 504 plan for a student with disabilities.

In certain emergency situations, the district will maintain and administer to a student nonprescription medication, but only: in accordance with the guidelines developed with the district's medical advisor and when the parent has previously provided written consent to emergency treatment on the district's form. A student with asthma or severe allergic reaction (anaphylaxis) may be permitted to possess and use prescribed asthma or anaphylaxis medication at school or school-related events only if he or she has written authorization from his or her parent and a physician or other licensed health care provider. The student must also demonstrate to his or her physician or health care provider and to the school nurse the ability to use the prescribed medication, including any device required to administer the medication. If the student has been prescribed asthma or anaphylaxis medication for use during the school day, the student and parents should discuss this with the school nurse or principal. In accordance with a student's individual health plan for management of diabetes, a student with diabetes will be permitted to possess and use monitoring and treatment supplies and equipment while at school or at a school-related activity. See the school's nurse or principal for information. [See policy FFAF.]

A psychotropic drug is a substance used in the diagnosis, treatment, or prevention of a disease or as a component of a medication. It is intended to have an altering effect on perception, emotion, or behavior and is commonly described as a mood or behavior altering substance. Teachers and other district employees may discuss a student's academic progress or behavior with the student's parents or another employee as appropriate; however, they are not permitted to recommend use of psychotropic drugs. A district employee who is a registered nurse, an advanced nurse practitioner, a physician, or a certified or credentialed mental health professional can recommend that a student be evaluated by an appropriate medical practitioner, if appropriate. [policy FFAF.]

NATIONAL HONOR SOCIETY

Membership in the National Honor Society is both an honor and a responsibility. Students selected for membership are expected to continue to demonstrate the qualities of scholarship, service, leadership, and

character by which they were selected; however, students may not apply for membership in the National Honor Society. Membership is granted only to those students selected by the faculty council. Membership may be open to qualified sophomores, juniors, and seniors who have been enrolled for the equivalent of one semester. Students must also have a cumulative grade point average of 5.5 in the core courses as well as an overall cumulative grade point average of 5.5. These students are then eligible for consideration on the basis of leadership, service, and character. Leadership is based on the student's participation in two or more community or school activities, or election to an office. To meet the service requirement, the student must have been active in three or more service projects in the school and community. Character is measured in terms of integrity, behavior, ethics, and cooperation with both students and faculty. Members are expected to participate in a UIL academic contest at the district level. Once selected to the National Honor Society, members have the responsibility to continue to demonstrate the qualities of scholarship, leadership, service, and character. Members who resign or are dismissed are never again eligible for membership or its benefits. Students can be dismissed from the National Honor Society if they do not maintain the standards of the organization. Serious violations of school rules, such as cheating on exams, may lead to dismissal.

OFF CAMPUS PRIVILEGES

Sudan High School has an open-campus during lunch, which allows students to leave campus for lunch. Because eighth grade students are unable to drive and must ride with another student to leave campus, they will be allowed to leave campus for lunch only with the following restrictions.

1. Eighth grade students will be only be allowed to leave campus in a vehicle with a sibling. They may not ride with any other student.
2. Eighth grade students may leave campus to go to their home or a grandparent's home for lunch if they live within walking distance or if a parent or grandparent will pick them up at school.
3. All eighth grade students who wish to leave campus for lunch under these guidelines must have a permission slip signed by their parent on file in advance. Permission slips may be picked up in the office.

PARENT INFORMATION

If your family lives in any of the following situations: (1) in a shelter, motel, vehicle, or campground; (2) on the street; (3) in an abandoned building, trailer, or other inadequate accommodations; or (4) doubled up with friends or relatives because you cannot find or afford housing, then your preschool aged and school aged children have certain rights or protections under the McKinney-Vento Homeless Education Assistance Act.

Your children have the right to:

1. Go to school.
2. Continue in the school they attended before you became homeless or the school they last attended.
3. Receive transportation to the school they attended before your family became homeless or the school they last attended.
4. Attend a school and participate in school programs with children who are not homeless.
5. Enroll in school without giving a permanent address.
6. Enroll and attend classes while the school arranges for the transfer of school and immunization records.
7. Enroll and attend classes in the school of your choice.
8. Receive the same special programs and services needed as provided to all other children served in these programs.
9. Receive transportation to school and to school programs.

When you move, you should do the following:

1. Contact the school district's local liaison for homeless (227-2431 ext.114) for help in enrolling your child in a new school.
2. Contact the school and provide any information you think will assist the teachers in helping your child adjust to new circumstances.
3. Ask the local liaison for homeless education, the shelter provider, or a social worker for assistance with clothing and supplies if needed.

•Local area contacts picked up in the office: 227-2431 ext. 114 OR

•State Coordinator: 1-800-446-3142 23

If you need further assistance, call the national “Center for Homeless Education” at the toll-free HelpLine number: 1-800-308-2145.

PARENTAL INVOLVEMENT AND RESPONSIBILITIES, AND RIGHTS

The Sudan I.S.D. District believes that the best educational result for each student occurs when all three partners are doing their best: the District staff, the student’s parent, and the student. Such a partnership requires trust and much communication between home and school. To strengthen this partnership, every parent is urged to:

- Encourage his or her child to put a high priority on education and commit to making the most of the educational opportunities the school provides.
- Review the information in the Student Handbook (including the attached Student Code of Conduct) with his or her child and sign and return the acknowledgment form(s) and the directory information notice. A parent with questions is encouraged to contact the high school principal.
- Become familiar with all of the child’s school activities and with the academic programs, including special programs, offered in the District. Discuss with the counselor or principal any questions, such as concerns about placement, assignment, or early graduation and the options available to the child. Monitor the child’s academic progress and contact teacher as needed. [See **Academic Counseling**.]
- Attend scheduled conferences and request additional conferences as needed. To schedule a telephone or in-person conference with a teacher, counselor, or principal, please call the school office at 227-2431 ext. 112 for an appointment. A teacher will usually arrange to return the call or meet with the parent during his or her conference period or at a mutually convenient time before or after school.
- Exercise the right to review teaching materials, textbooks, and other aids, and to examine tests that have been administered to his or her child. [See **Protection of Student Rights**.]
- Review the child’s student records when needed. A parent may review (1) attendance records, (2) test scores, (3) grades, (4) disciplinary records, (5) counseling records, (6) psychological records, (7) application for admission, (8) health and immunization information, (9) other medical records, (10) teacher and counselor evaluations, (11) reports of behavioral patterns, and (12) state assessment instruments that have been administered to his or her child. [See also **Student Records**.]
- Grant or deny any written request from the District to make a videotape or voice recording of the child unless the videotape or voice recording (1) is to be used for school safety; (2) relates to classroom instruction or a co-curricular or extracurricular activity; or (3) relates to media coverage of the school as permitted by law.
- Temporarily remove the child from the classroom, if an instructional activity in which the child is scheduled to participate conflicts with the parent’s religious or moral beliefs. The removal cannot be for the purpose of avoiding a test and any not extend for an entire semester. Further, the child must satisfy grade-level and graduation requirements as determined by the school and by the Texas Education Agency.
- Become a school volunteer. For further information, see policy GKG and the high school principal
- Participate in campus parent organizations. Parents have the opportunity to support and be involved in various school activities, either as leaders or in supporting roles. Parent organizations include: SPIN.
- Offer to serve as a parent representative on the District-level or campus-level planning committees formulating educational goals and plans to improve student achievement. For further information, see policies BQA and BQ, and contact the high school principal.
- Attend Board meetings to learn more about District operations, including the procedure for addressing the Board when appropriate. [See policies BE and BED for more information.].
- To receive notice of and deny permission for your child’s participation in any survey concerning the private information regardless listed in the Protection of Student’s Rights section, regardless of funding. You also have the right to receive notice and deny permission for your child’s participation in school activities involving the collection, disclosure, or use of personal information gathered from your child for the purpose of marketing or selling that information. You can also have your child “opt out” of any nonemergency, invasive physical examination or screening required as a condition of attendance, administered and scheduled by the school in advance and not necessary to protect the immediate health and safety of the student. Exceptions are hearing, vision, or scoliosis screenings, or any physical exam

or screening permitted or required under the state law. See EF and FFAA.

- To choose that your child’s artwork, special projects, photographs, and the like not be displayed to the community on the district’s Web site, in printed material, by video, or by any other method of communication, you must notify the principal in writing.
- To request information regarding the professional qualifications of your child’s teachers, including whether the teacher has met state qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction; whether the teacher has an emergency permit or other provisional status for which state requirements have been waived; and undergraduate and graduate degree majors, graduate certifications, and the field of study of the certification or degree. You also have the right to request information about the qualifications of any paraprofessional who may provide services to your child.
- Request that your child be excused from recitation of the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas flag. The request must be in writing. State law does not allow your child to be excused from participation in the required minute of silence or silent activity that follows. [See Pledges of Allegiance and Minute of Silence policy EC].
- Request that your child be excused from recitation of a portion of the Declaration of Independence State law requires students in social studies classes in grades 3-12 to recite a portion of the text of the Declaration of Independence during Celebrate Freedom Week unless (1) you provide a written statement requesting that your child be excused, (2) the district determines that your child has a conscientious objection to the recitation, or (3) you are a representative of a foreign government to whom the United States government extends diplomatic immunity. [See policy EHBK].
- Request in writing if you are a noncustodial parent, that you be provided for the remainder of the school year a copy of any written notice usually provided to a parent related to misconduct that may involve placement in a Disciplinary Alternative Education Program (DAEP) or expulsion. See policies FL (LEGAL) and (LOCAL), FO (LEGAL), and the Student Code of Conduct.
- Request the transfer of your child to another classroom or campus if your child has been determined by the board or its designee to have been a victim of bullying as the term is defined by Education Code 25.0341. Transportation is not provided for a transfer to another campus. See the superintendent for information.
- Request the transfer of your child to another campus or a neighboring district if your child has been the victim of a sexual assault by another student on the same campus, whether that assault occurred on or off campus, and that student has been convicted of or placed on deferred adjudication for that assault [See policy FDD (LOCAL)].
- Request the transfer of your child to attend a safe school in the district if your child attends school at a campus identified by TEA as persistently dangerous or if your child has been a victim of a violent criminal offense while at school or on school grounds [See policy FDD (LOCAL)].

PLEDGES OF ALLEGIANCE AND A MINUTE OF SILENCE

Each school day, students will recite the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas flag. Parents may submit a written request to the principal to excuse their child from reciting a pledge. A minute of silence will follow the recitation of the pledges. Each student may choose to reflect, pray, meditate, or engage in any other silent activity so long as the silent activity does not interfere with or distract others.

POSTERS

The principal must first approve signs and posters that students wish to display. Posters displayed without authorization will be removed. Any student who posts printed material without approval shall be subject to disciplinary action.

PRAYER

Each student has a right to individually, voluntarily, and silently pray or mediate in school in a manner that does not disrupt instructional or other activities of the school. The school will not encourage, require, or coerce a student to engage in or to refrain from such prayer or meditation during any school activity.

PROMOTION AND RETENTION

A student may be promoted only on the basis of academic achievement or demonstrated proficiency of the subject matter of the course or grade level. To earn credit in a course, a student must receive a grade of 70 based on course-level or grade-level standards.

In addition, at certain grade levels a student--with limited exception--will be required to pass the TAKS test if the student is enrolled in a public Texas school on any day between January 1 and April 15 and is a Texas resident during the week that the TAKS is administered for the first time. A Personal Graduation Plan (PGP) will be prepared for any student in a middle school or beyond who did not perform satisfactorily on a state-mandated assessment or is determined by the district as not likely to earn a high school diploma before the fifth year following enrollment in grade 9. The PGP will be designed and implemented by a guidance counselor, teacher, or other staff member designated by the principal. The plan will identify the student's educational goals, address parent's educational expectations for the student, and outline an intensive instruction program for the student. Certain students--some with disabilities and some with limited English proficiency--may be eligible for exemptions, accommodations, or deferred testing. For more information, see the principal, counselor, or special education director. [For further information, see policies at EHBC, EIF, and EIE.]

PROTECTION OF STUDENT RIGHTS

No student will be required to participate without parental consent in any survey, analysis, or evaluation funded by the U.S. Department of Education that concerns:

- Political affiliation.
- Mental and psychological problems potentially embarrassing to the student or family.
- Sexual behavior and attitudes.
- Illegal, antisocial, self-incriminating, and demeaning behavior.
- Criticism of other individuals with whom the student or the student's family has a close family relationship.
- Relationships privileged under law, such as relationships with lawyers, physicians, and ministers.
- Income, except when the information will be used to determine the student's eligibility to participate in a special program or to receive financial assistance under such a program.

Parents will be able to inspect any teaching materials used in connection with such a survey, analysis, or evaluation. [For further information, see EF.]

RADIOS AND TAPE PLAYERS, ETC.

Radios and tape players are allowed on campus by teacher consent only. No Walkman radios, CD players, tape players, video games, Ipods, MP3 players, etc., will be allowed in the classroom or hallways of any building during the school day unless under the direct supervision of a teacher. Violation of this rule will result in the confiscation of the radio or player.

RELEASE OF STUDENTS FROM SCHOOL

A student will not be released from school at times other than regular dismissal hours except with the written permission of a parent, the direct communication of a parent, or with the principal's permission.

A student who will need to leave school during the day must bring a note from his or her parent that morning and follow the campus sign-out procedures before leaving the campus. Otherwise, a student will not be released from school at times other than at the end of the school day. Unless the principal has granted approval because of extenuating circumstances, a student will not regularly be released before the end of the instructional day. If a student becomes ill during the school day, the student should receive permission from the teacher before reporting to the school nurse. The nurse will decide whether or not the student should be sent home and will notify the student's parent.

REPORT CARDS , PROGRESS REPORTS, AND CONFERENCES

Written reports of absences and student grades or performance in each class or subject are issued to parents at least once every three weeks. Grades are reported to parents as a number grade ranging from 0-100. Teachers follow grading guidelines that have been approved by the principal and designed to reflect each

student’s academic achievement for the grading period, semester, or course. State law provides that a test or course grade issued by a teacher cannot be changed unless the board determines that the grade was arbitrary or contains an error, or that the teacher did not follow the district’s grading policy. [See policy EIA]. Questions about grade calculations should first be discussed with the teacher; if the question is not resolved, the student or parent may request a conference with the principal in accordance with FNG (LOCAL).

At the end of the first three weeks of a grading period, parents are given written notice if the student’s performance in any course in English/ language arts, mathematics, science, or social studies is near or below 70, or below the expected level of performance. If a student receives a grade of less than 70 in any class or subject at the end of a grading period, the parents will be requested to schedule a conference with the teacher of that class or subject. The report card or unsatisfactory progress report can state whether tutorials are required for a student who receives a grade below 70 in a class or subject.

SAFETY

Accident Prevention

Student safety on campus and at school-related events is a high priority of the district. Although the District has implemented safety procedures, the cooperation of students is essential to ensuring school safety. A student should:

- Avoid conduct that is likely to put the student or other students at risk.
- Follow the behavioral standards in this handbook and the Student Code of Conduct, as well as any additional rules for behavior and safety set by the principal, teachers, or bus drivers.
- Remain alert to and promptly report any safety hazards, such as intruders on campus or threats made by any person toward a student or staff member.
- Know emergency evacuation routes and signals.
- Follow immediately the instructions of teachers, bus drivers, and other District employees who are overseeing the welfare of students.

Accident Insurance

Because student safety on campus or at school-related events is a high priority of the District, the District provides at-school insurance for all students. Though this insurance also covers students at all school related activities, it is important to note that this is only a supplemental insurance and will not cover all expenses if your child is injured at school. Though an extended 24-hour coverage is also made available to parents, it is also only a supplemental coverage. In order to insure full coverage of students, parents should have a primary health care provider. Parents can assist by keeping emergency care information up to date (name of doctor, emergency phone numbers, allergies to medications, etc.). Please contact the school nurse to update any information. Having current information will be of critical importance should an accident or injury occur that requires medical attention.

Emergency Medical Treatment and Information

If a student has a medical emergency at school or a school-related activity when the parent cannot be reached, the school would need to have written parental consent to obtain emergency medical treatment and information about allergies to medications, etc. Therefore, parents are asked each year to complete an emergency care consent form. Parents 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.

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. Refer to map in handbook for specific rooms for grades 8-12.

Fire Drill Bells	Tornado Drill Bells
3 bells leave the building	1 continuous bell move quietly but quickly to designated locations
1 bell halt; stand at attention	2 bells return to class
2 bells return to class	

Emergency School-Closing Information

In the event of school delays or closings and bus schedule advisories, listen to KLLL radio at 96.3.

SCHOOL FACILITIES

Vandalism

The taxpayers of the community have made a sustained financial commitment for the construction and upkeep of school facilities. To ensure that school facilities can serve those for whom they are intended--both this year and for years to come--littering, defacing, or damaging school property is not tolerated. Students will be required to pay for damages they cause and will be subject to disciplinary consequences in accordance with the Student Code of Conduct.

Pest Control Information

The district periodically applies pesticides inside buildings. Except in an emergency, signs will be posted 48 hours before application. Parents who want to be notified prior to pesticide application inside their child(ren)'s school assignment area may contact H. W. Lowrance, Superintendent.

SEARCHES

In the interest of promoting student safety and attempting to ensure that schools are safe and drug free, District officials may from time to time conduct searches. Such searches are conducted without a warrant and as permitted by law.

Students Desks and Lockers

- Students' desks and lockers are school property and remain under the control and jurisdiction of the school even when assigned to an individual student.
- Students are fully responsible for the security and contents of their assigned desks and lockers.
- Students must be certain that the locker is locked, and that the combination is not available to others.
- Searches of desks or lockers may be conducted at any time there is reasonable cause to believe that contain articles or materials prohibited by board policy, whether or not a student is present.
- The parent will be notified if any prohibited items are found in the student's desk or locker.

Vehicles on campus

Vehicles parked on school property are under the jurisdiction of the school. The school reserves the right to search any vehicle if reasonable cause exists to do so, with or without permission of the student. Students have full responsibility for the security of their vehicles and will make certain they are locked and that the keys are not given to others. Students will be held responsible for any prohibited objects or substances, such as alcohol, drugs, or weapons, that are found in their cars and will be subject to disciplinary action by the District as well as referral for criminal prosecution. Searches of vehicles may be conducted at any time there is reasonable cause to do so, with or without the presence of the student.

Drug Detection Dogs/Trained Dogs

The district will use trained dogs to alert school officials to the presence of prohibited or illegal items, including drugs and alcohol. At any time, trained dogs may be used on lockers and vehicles parked on school property. Searches of classrooms, common areas, or student belongings may also be conducted by trained dogs when students are not present. A locker, a vehicle, or an item in a classroom to which a trained dog alerts may be searched by school officials.

SEXUAL HARASSMENT/SEXUAL ABUSE/FREEDOM FROM DISCRIMINATION

Freedom from Discrimination

The district believes that all students learn best in an environment free from harassment and that their welfare is best served when they can work free from discrimination. 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 those behaviors when asked or told to stop. District employees are expected to treat students with courtesy and respect. The board has established policies and procedures to prohibit and promptly respond to inappropriate and offensive behaviors that are based on a person's race, religion, color, national origin, gender, sex, age, or disability. [See policy FFH] Prohibited harassment, in general terms, is conduct so severe, persistent, or pervasive that it affects the student's ability to participate in or benefit from an educational program or activity; or substantially interferes with the student's academic performance. A copy of the district's policy is available in the principal's office and in the superintendent's office. Examples of prohibited discrimination may include, but are not limited to, derogatory language directed at a person's religious beliefs or practices, accent, skin color, or need for accommodation; bullying, threatening, or intimidating conduct; name-calling or slurs, taunting, teasing (even when presented as "jokes"), or rumors; aggression or assault; graffiti or printed material promoting racial,

ethnic, or other negative stereotypes; or aggressive conduct such as theft or damage to property. Examples of prohibited sexual harassment may include touching private body parts or coercing physical contact that is sexual in nature; sexual advances; jokes or conversations of a sexual nature; and other sexually motivated conduct, communications, or contact. Sexual harassment of a student by an employee or volunteer does not include necessary or permissible physical contact not reasonably construed as sexual in nature. However, all romantic and inappropriate social relationships, as well as all sexual relationships, between students and district employees are prohibited, even if consensual.

Reporting Procedures

Any student who believes that he or she has experienced prohibited harassment should immediately report the problem to a teacher, counselor, principal, or other district employee. The report may be made by the student's parent.

Investigation of Reported Harassment

To the extent possible, the district will respect the privacy of the student; however, limited disclosures may be necessary to conduct a thorough investigation and to comply with law. Allegations will be promptly investigated. The district will notify the parents of any student alleged to have experienced prohibited harassment by an adult associated with the district, or by another student, when the allegations, if proven, would constitute "sexual harassment" or "other prohibited harassment" as defined by board policy.

If the district's investigation indicates that prohibited harassment occurred, appropriate disciplinary or corrective action will be taken to address the harassment. The district may take disciplinary action even if the conduct that is the subject of the complaint did not rise to the level of harassment prohibited by law or policy.

Retaliation against a person who makes a good faith report of prohibited harassment is prohibited. A person who makes a false claim or offers false statements or refuses to cooperate with a district investigation, however, may be subject to appropriate discipline.

A student or parent who is dissatisfied with an outcome of the investigation may appeal in accordance with policy FNG.

In its efforts to promote nondiscrimination, the district makes the following statements:

Sudan ISD does not discriminate on the basis of race, religion, color, national origin, gender, 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.

Services for Students with Disabilities

Parents of students with learning difficulties or who may need special education services may request an evaluation for special education at any time. For more information, contact Roy Willingham.

SPECIAL PROGRAMS

Overview

The District provides special programs for gifted and talented students, ESL for 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 student or parent with questions about these programs should contact the high school office.

Options & Requirements for Providing Assistance to Students Who Have Learning Difficulties or Who Need or May Need Special Education

If a child is experiencing learning difficulties, the parent may contact Mr. Willingham at 227-2431 ext. 114 to learn about the district's overall general education referral or screening system for support services. This system links students to a variety of support options including referral for a special education evaluation. Students having difficulty in the regular classroom should be considered for tutorial, compensatory, and other 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 the report within 60 calendar days of the date of 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 his or her rights if the parent disagrees with the district. Additionally, the notice must inform the parent how to obtain a copy of the Notice of Procedural Safeguards--Rights of Parents of Students with Disabilities. The designated person to contact regarding options for a child experiencing learning difficulties or a referral for evaluation for special education is Roy Willingham at 806-227-2431 ext. 114. If a student is receiving special education services at a campus outside his or her attendance zone, the parent or guardian may request that any other student residing in the household be transferred to the same campus, if the appropriate grade level for the transferring student is offered on that campus [See policy FDB (LOCAL).]

STANDARDIZED TESTING: COLLEGE REQUIREMENT

Many colleges require either the American College Test (ACT) or Scholastic Aptitude Test (SAT) for admission. Students are encouraged to talk with the counselor early during their junior year to determine the appropriate exam to take; these exams are usually taken at the end of the junior year. (Prior to enrollment in a Texas public college or university, most students must take a standardized test, such as the Texas Higher Education Assessment (THEA).

STATE-MANDATED TEST

In addition to routine testing and other measures of achievement, students at certain grade levels will take state-mandated tests (such as TAKS: the Texas Assessment of Knowledge and Skills) in the following subjects:

- Mathematics, annually in grades 8-11, with the aid of technology on any test that includes algebra
- Reading, annually in grades 8 and 9; English language arts in grades 10 and 11
- Social studies in grades 8, 10, and 11
- Science in grades 8, 10, and 11

To receive a high school diploma, students must successfully pass exit-level tests. [See **Graduation Requirements.**]

Test results will be reported to students and parents; parents may review an assessment test that has been given to their child. [See **Protection of Student Rights.**]

Certain students, such as students with disabilities and students with limited English proficiency may be eligible for exemptions, accommodations, or a deferment. For more information, see the principal, counselor, or special education director.

STUDENT OFFICES AND ELECTIONS

In order to qualify to hold a class office, a student council office, or a student council representative, all candidates must meet or exceed the following requirements.

- Candidates must have been enrolled in this school for at least one semester.
- The candidate must have maintained an average of 80 in all academic classes the previous year.
- The candidate must not have been subject to any severe disciplinary action during the current or previous school year.

Any student who betrays the trust placed in him or her by their fellow students as evidenced by severe disciplinary action, dishonesty, or disrespect will be removed from office at the discretion of the principal.

STUDENT RECORDS

Both federal and state law safeguard student records from unauthorized inspection or use and provide parents and eligible students certain rights. For purposes of student records, an eligible student is one who is 18 or older OR who is attending an institution of postsecondary education. 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--whether married, separated, or divorced--unless parental 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 a student becomes 18 or is emancipated by the court, control of the records goes to the student. The parents may continue to have access to the records, however, 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. Such persons would include school officials (such as board members, the superintendent, and principals), school staff members (such as teachers, counselors, and diagnosticians), or an agent of the district (such as a medical consultant).

Various government 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.

Release to any other person or agency--such as a prospective employer or for a scholarship application--will occur only with parental or student permission as appropriate.

The principal is custodian of all records for currently enrolled students at the assigned school. The principal is the custodian of all records for students who have withdrawn or graduated.

Records may be inspected by a parent or eligible student during regular school hours. If circumstances prevent inspection during these hours, the district will either provide a copy of the records requested or make other arrangements for the parent or student to review these records. The records custodian or designee will respond to reasonable requests for explanation and interpretation of the records. The address of the superintendent’s and principal’s office can be located in this handbook.

A parent (or eligible student) may inspect the student’s records and request a correction if the records are considered inaccurate or otherwise in violation of the student’s privacy rights. If the district refuses the request to amend the records, the requestor has the right to request a hearing. If the records are not amended as a result of the hearing, the requestor has 30 school days to exercise the right to place a statement commenting on the information in the student’s record. Although improperly recorded grades may be challenged, contesting a student’s grade in a course is handled through the general complaint process found in policy FNG. [See Report Cards/Progress Reports and Conferences and Student or parent Complaints and Concerns for an overview of the process].

The law permits the district to designate certain personal information about students as “directory information.” The directory information will be released to anyone who follows procedures for requesting it. However, release of a student’s directory information may be prevented by a parent or an eligible student. This objection must be made in writing to the principal within 10 days of the child’s first day of this school year.

Certain information about district students is considered directory information and will be released to anyone who follows procedures for requesting it. Directory information includes: a student’s name, address, and telephone number; date of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, date of attendance, awards received in school, and most recent previous school attended. Unless the parent objects to the use of the child’s information, the school will not need to ask permission each time the district wishes to use the information.

The district is required by federal law to comply with a request by a military recruiter or an institution of higher education for students’ names, addresses, and telephone listings, unless parents have advised the district not to release their child’s information without prior written consent. A form has been attached for you to complete if you do not want the district to provide this information to military recruiters or institutions of higher education.

Parents or eligible students have the right to file a complaint with the US Department of Education if they believe the district is not in compliance with federal law regarding student records. The district’s policy regarding student records is available from the principal’s or superintendent’s office. The parent’s or eligible student’s right of access to and copies of student records does not extend to all records. Materials that are not considered educational records--such as teachers’ personal notes about a student that are shared only with a substitute teacher--do not have to be made available to the parents or student.

Special Education Records

Parents of a student with disabilities who has been provided special education services by the District will be notified when any information that specifically identifies the student is no longer needed. If the parent requests destruction of the information and the time established by law for retention has expired, the records will be destroyed. However, if the retention period established by law has not expired, the material will be deleted from the records but the records will be maintained until the time has expired.

STUDENT SCHEDULES

Student schedule changes will only be allowed for the first two weeks of each semester.

SUMMER SCHOOL

Summer school is strongly recommended for all students who fail one or more semesters of a core course during the regular school year. Students are also encouraged to take courses during summer school that will allow them to take more advanced courses or a desired elective during the regular term. Students are prohibited from taking classes in summer that directly impact the TAKS, ACT, or SAT tests unless they were taken and failed during the regular term. Students must complete a permission slip that requires the signatures of their parents and the principal before they will be allowed to enroll in summer school. Summer school is provided for all students at no charge at the Pep campus. However, in order to ensure that students take summer school seriously and do not waste school funds, students are required to pay a \$100 deposit. If the student completes the summer course work, the deposit check will be returned. If the student does not complete summer school, Sudan ISD will keep the check to cover the costs pertaining to summer school.

TEXTBOOKS

State-approved textbooks are provided to students free of charge for each subject or class; students are required to use these books carefully. The student, as directed by the teacher, must cover all textbooks. Students who are issued a damaged book should report the damage to their teacher immediately on receipt of the book. Any student failing to return a book issued by the school shall lose the right to free textbooks until the book is returned or paid for by the parent or guardian; however, a student will be provided textbooks for use at school during the school day.

TRANSPORTATION

School Sponsored

Students who participate in school-sponsored trips are required to ride in transportation provided by the school to and from the event. However, the principal may make an exception to this requirement under the following circumstances:

1. The parent personally requests that the student be released to their custody.
2. On the day of the scheduled trip, the parent presents a written request that the student be permitted to ride with an adult designated by the parent.
3. Students will not be released into the custody of a minor.

Buses and Other School Vehicles

The District makes school bus transportation available to all students living two or more miles from school. This service is provided at no cost to students. Bus routes and any subsequent changes are posted at the school. Further information may be obtained by calling 227-2431 ext.111.

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 their home.
- Keep feet, books, 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 nor hold any object out of the window or throw objects within or out of the bus.
- Be seated while the vehicle is moving.
- Wait for the driver's signal upon leaving the bus and before crossing in front of the bus.
- When students ride in a District van or passenger car, seat belts must be fastened at all times.

Misconduct will be punished in accordance with the Student Code of Conduct; bus-riding privileges may be suspended.

TUTORIALS

Sudan High School offers tutorials for all students in all subject areas. Students who fail a subject for a six-weeks are required to schedule and attend tutorials. The student is responsible for scheduling tutoring with the teachers. If the specific teacher is not available during the time most convenient to the student, the student should contact the teacher or principal to schedule an appropriate time.

VEHICLES ON CAMPUS

Vehicles parked on school property are under the jurisdiction of the school. The school reserves the right to search any vehicle if reasonable cause exists to do so. Students have full responsibility for the security of their vehicles and will make certain they are locked and that the keys are not given to others. Students will be held responsible for any prohibited objects or substances, such as alcohol, drugs, or weapons, that are found in their cars and will be subject to disciplinary action by the District as well as referral for criminal prosecution. Searches of vehicles may be conducted at any time there is reasonable cause to do so, with or without the presence of the student.

Parking at school

Students who drive to school must park in the student parking area provided for that purpose. Because of truck traffic and the danger they present to students, students are absolutely prohibited from parking on FM 303 or the Baptist Church parking lot across the street. Because of the safety risk, students parking in violation of this rule will meet with severe consequences on the first offense. Repeated instances of unsafe operation of a motor vehicle on the school campus will result in the removal of on-campus parking privileges and can result in a student being banned from driving on school property.

VIDEO CAMERAS

For safety purposes, video equipment may be used to monitor student behavior on buses and in common areas on campus. Students will not be told when the equipment is being used. The principal will review the tapes routinely and document student misconduct. Discipline will be in accordance with the Student Code of Conduct.

VISITORS

Parents are welcome to visit the school at any time. For the safety of the school and those within it, all visitors must first report to the principal's office. Visits to individual classrooms during instructional time are permitted only with approval of the principal and teacher if their duration or frequency does not interfere with the delivery of instruction or disrupt the normal school environment. The district does invite representatives from colleges and universities and other higher education institutions, prospective employers, and military recruiters to present information to interested students.

ZAP (Zeros Aren't Permitted)

The ZAP program simply means students do not have the option to leave homework undone and take a zero. The purpose of the ZAP program is to insist that all students give as much effort as is required to excel in their schoolwork. In return, all teachers have promised not to give "busywork" assignments for homework.

A student who does not bring their assignment when it is due will receive a lunch detention. The detention will be held during the first part of the lunch break. The following day, the student must turn in the assignment.

SUDAN ISD ACCEPTABLE USE POLICY FOR ELECTRONIC COMMUNICATION SYSTEM ACCESS

Letter to Parents, Teachers, and Students:

The purpose of our access to the Internet is to promote research and education among the student body and faculty of Sudan ISD. The use of any account must be in accordance with the educational objectives of the Sudan Independent School District. Commercial use is strictly prohibited. The availability and use of the Internet is not a right, but a privilege intended to enhance the curriculum established by the district. The administrators of the computer system within each campus will deem what use is acceptable and what is inappropriate; all decisions will be final and supported by the administration of Sudan ISD.

The Internet is a unique resource that allows the user to connect to numerous other computers around the world. Students and teachers will have the ability to communicate through E-mail with people all over the world. They will be able to access various informational databanks as well as provide information from their own research and experiments to other users of the Internet.

Please note that the Internet is an association of diverse communication and information networks. It is possible that your child may run across areas of adult content and some material you might find objectionable. While the District will take reasonable steps to preclude access to such material and does not condone such access, it is not possible for us to absolutely prevent such access.

Sudan ISD complies with the Children's Internet Protection Act of 2000. Internet access at Sudan ISD is filtered for educational use.

Sudan ISD requires efficient, ethical, and legal utilization of the resources provided by the district. The responsibility for any infraction lies with the user, and that user will be held accountable. The account of a user not following proper procedures will be restricted or terminated. The administrators will determine if further disciplinary action is required.

In signing the student agreement form and the parental consent form, the parties agree to follow the procedures and accept the terms and conditions set forth in this document. This signature is binding and must be in the possession of the campus administrator to obtain access to the Internet under guardianship of Sudan ISD.

Guidelines

I. Warranties

- A. Sudan ISD makes no guarantee that the system and services provided will be fault proof or without defect and will not be held responsible for the accuracy or quality of any information obtained via the Internet. The district will not be held responsible for any damage that may occur, including but not limited to loss of information, interruption of data, accuracy of data, quality of data obtained or stored on the system. Sudan ISD will not be held responsible for any financial obligations arising through unauthorized purchases or commercial ventures on the system.
- B. Every possible precaution is taken with the privacy of the user in mind but all persons should realize that the Internet is not a secure network and that electronic communication (E-mail) is not always completely private. The campus and SISD accept no responsibility for any damage done directly or indirectly by the inadvertent mishandling of E-mail.

II. Copyright

- A. SISD expects all computer users to abide by all copyright laws and license agreements pertaining to software packages used in the district.
- B. Copying of district owned or personal software is strictly prohibited.
- C. Plagiarizing information from the Internet is an act of theft. Any student caught plagiarizing will be subject to the disciplinary action outlined in the Student Code of Conduct.
- D. Students may add no software to any of the district's computers without permission of the Technology Coordinator. This includes Internet downloading of applications, music, & movie files.

III. Security

- A. Only students authorized to use a computer account may do so.
- B. A secure password will be maintained at all times. Students must keep their password confidential.
- C. Access or the attempt to gain access to passwords or restricted areas will result in termination of computer privileges and/or other penalties determined by the campus administrator.
- D. Users of the campus computer system have a responsibility to inform the technology coordinator if a security problem is suspected or identified.
- E. To maintain security, the district reserves the right to review personal files at anytime. A search will be conducted if there is sufficient suspicion or evidence to warrant an investigation. This will be determined by the campus administrator.
- F. Staff e-mail accounts and class e-mail accounts will be assigned by the Technology Coordinator. Student access of personal Internet e-mail accounts using the school's network is prohibited. Additionally, the use of Internet messenger, Internet phone, MySpace, Facebook, and similar products by students is prohibited
- G. Unsupervised individual student access of Internet chat rooms and other electronic information exchanges between individuals is strictly prohibited. Chat rooms access under the direct supervision of a teacher on an occasion by occasion basis will be allowed as deemed appropriate by the respective teacher.
- H. Knowingly or inadvertently spreading a computer virus will result in a suspension and/or revocation of computer privileges and will be subject to the Student Code of Conduct.
- I. The modification, damage, or destruction of software and hardware is prohibited.
- J. Forgery or attempted forgery of electronic mail messages is prohibited.
- K. A student knowingly bringing prohibited materials into the school's electronic environment will be subject to a suspension and/or revocation of privileges on the District's system and will be subject to disciplinary action in accordance with the Student Code of Conduct.

IV. Personal Safety

Every effort is made to maintain the integrity of the computer system and to protect the students from unacceptable materials by providing a well-structured and safe learning environment.

Responsibility for personal safety lies with the user by:

- A. Not giving their real name, address, or phone numbers.
- B. Not agreeing to meet with someone who has been met on the Internet without parental knowledge or approval.
- C. Not releasing school information such as addresses or phone numbers.
- D. Realizing that all information is not always accurate or truthful.
- E. Reporting any message or site that the user feels is inappropriate or undesirable.

V. District Web Site

- A. The District will establish a Web site and will develop Web pages that will present information about the District. The technology coordinator will be designated the Webmaster, responsible for maintaining the District Web site. Webmaster classes at Sudan High School will do production and edit work for the District and campus web pages.
- B. The Webmaster classes students will produce and coordinate Web page design that assures representation of the entire district.
- C. Occasional pictures of student activities may be placed on the district's web page. Any parent wishing to exclude any pictures or information about their child from the web page should file the appropriate form with the campus administrative office.

VI. Internet Access

- A. An account agreement must be signed by both parent and student before the student will be allowed access to the Internet. Parents have the right to withdraw permission at any time.
- B. Any material produced to be placed on the Internet must be approved by the building principal. All materials must relate to school or educational activities.

- C. All eligible students will have equal access to the Internet resources. Exploration of the Internet for educational purposes is encouraged, but no single user should monopolize a computer or the network it uses. Size limitations will be imposed on personal files.
- D. An Internet account may not be used for any commercial purpose.

VII. Netiquette

All users are expected to abide by the rules of etiquette when using the network. Following is a list of examples, but the rules are not limited to only these:

- A. Politeness. Verbal abuse is not acceptable.
- B. Appropriate language must be used at all times. The Student Code of Conduct rules apply to language used on the Internet.
- C. Illegal activities are strictly forbidden, and Code of Conduct rules will be enforced.
- D. Personal addresses, phone numbers, and information of students and faculty should not be released on the Internet or through E-mail. No E-mail should be considered private.
- E. Any use of the network that disrupts the ability of others to successfully use the network is prohibited.
- F. Subject headings in E-mail transmission should be used and stated clearly.
- G. Wording should be chosen carefully because context clues or voice inflections are not conveyed over the net.
- H. Harassment, as defined in the Student Code of Conduct, is strictly prohibited and will be dealt with in accordance with SISD policy.
- I. False, defamatory, and/or inflammatory information about another person or information that will damage or disrupt the system is prohibited.

VIII. Vandalism

- A. Vandalism is the malicious attempt to destroy or harm District data or hardware, data of another user of the District's system or any users connected to the Internet. This includes but is not limited to the uploading of viruses and worms.
- B. Deliberate attempts to degrade or disrupt system performance may be viewed as violation of District policy and Student Code of Conduct and, possibly, as criminal activity under applicable state and federal laws.
- C. Monetary responsibility lies with the student and/or parent if repair or replacement of software or hardware is necessary if the damage was caused by careless use or vandalism.
- D. It is the user's responsibility to report any misuse of software or hardware. Knowingly suppressing information about vandalism could result in loss of computer privileges & disciplinary action.
- E. Programs developed to harass are strictly prohibited and will result in loss of computer privileges and disciplinary action.
- F. Vandalism as defined above will result in the cancellation of system use privileges and may require restitution for costs associated with system restoration, hardware or software costs.

IX. Consequences of Inappropriate Network Behavior

Any user who does not comply with this Acceptable Use Policy will lose network privileges for a period of not less than one week. Repeated or severe infractions of the Acceptable Use Policy may result in termination of access privileges permanently. Student infractions may result in appropriate disciplinary action in addition to suspension or termination of access privileges. Unauthorized use of the network, intentional deletion or damage to files and data belonging to other users, or copyright violations may be termed theft under state and/or federal law.

*Sudan Independent School District
Deterrents to the Use of Drugs
2003-2004 School Year*

Objectives

1. To educate children and adults as to the serious physical, mental, and emotional harm caused by the use of drugs.
2. To provide a deterrent to the use of illegal drugs by students of Sudan ISD.
3. To give students a valid reason to resist peer pressure to use drugs.
4. To maintain a school environment free of drug use and its effect.

Introduction

It is the intent and desire of the Sudan Independent School District to promote a drug and alcohol free student body. Members of the Sudan Board of Trustees, District Wide Decision Making Committee, community, parents, and staff, joined forces in the fall of 2003, to address a drug use and abuse problem that had become evident in the preceding months. Evidence that there was a problem with experimentation and use of drugs and alcohol came by way of discussions with students and parents, an increasing number of discipline referrals, and observations of changing behavior patterns in students.

The determination was reached that the school and community must come together and give our kids a reason to say “no” to the use and abuse of drugs. The site-based committee composed of school staff, community members, parents of students, and administrators met in October, 2003. The group came to the consensus that we need to focus in on the following:

- **A rehabilitative plan
- **Increased education for children, parents, and community
- **Use of drug dogs in the school
- **Drug testing

The committee meeting was held to review and revise the plan. The revised plan will be brought to the community in a community-wide meeting. The proposed plan to test all students in extracurricular activities, grades 7-12, with all results reported to the school was presented to the board of trustees of the Sudan ISD at the November 2003 board meeting for their approval. The board of trustees adopted the plan during the December 2003 board meeting, and the drug deterrent policy will be implemented in January 2004. After implementation of this plan, the site-based committee will periodically reconvene to discuss the impact and make recommendations for upcoming school years.

PROHIBITED BEHAVIOR

Illegal Drugs

The use, sale, or offer to sell, purchase, transfer, manufacture, or possession in any detectable manner of an illegal drug or alcohol, by any student, on or off school property, is strictly prohibited.

Drug Paraphernalia

The sale, offer to sell, purchase, transfer, manufacture, or possession of drug paraphernalia by any student, on or off school property, is strictly prohibited.

EDUCATION

Education of students, staff, parents, and the community is an ongoing process. In an effort to increase the effectiveness of the education of the above mentioned groups, we look to use the following means of education:

- **Teacher/Staff Training
- **Texas Prevention Curriculum Guide: Drug and Violence Education
- **Character Education-New Focus and Governor’s Character Curriculum

- **Mentoring
- **Counseling-Both Individual and Group
- **Parent Education
- **Community Coordination Activities
- **Community Service Projects
- **Special One Time Events, Assemblies, and Red Ribbon Week
- **Surveys
- **Conflict Resolution Training for Students and Staff
- **Crisis Plan Education

USE OF TRAINED DOGS

The district has the authority to use specially trained non-aggressive dogs to sniff out and alert officials to the current presence of concealed prohibited items, illicit substances, and alcohol. The objective of this program is to maintain a safe school environment conducive to education. Such visits to school shall be unannounced and will be carried out according to board policy FNF (LEGAL) and FNF (LOCAL).

Students will be notified that:

1. Lockers may be sniffed by trained dogs at any time.
2. Vehicles parked at school may be sniffed by trained dogs at any time.
3. Classrooms and other common areas may be sniffed by trained dogs at any time when students are not present.
4. If a dog alerts to a locker, a vehicle, or an item in a classroom, it may be searched by school officials, and parents will be notified.
5. If contraband of any kind is found the processing student shall be subject to appropriate disciplinary action in accordance with the Student Code of Conduct and student handbook.

DRUG TESTING

Participants

The Board encourages students to participate in school-sponsored extracurricular activities but believes the opportunity to participate is a privilege offered to eligible students on an equal opportunity basis. The use of alcohol or other drugs by students participating in extracurricular activities presents a hazard to the health, safety, and welfare of the student participant. The Board believes testing student participants in school-sponsored extracurricular activities serves the important purpose of detecting and preventing illegal drug and alcohol use among students.

“School-sponsored extracurricular activity” means, without limitation, all interscholastic athletics, cheerleading, academic clubs, special interest clubs, musical performances, dramatic productions, student government, fine arts organizations, industrial technology and agricultural organizations, and any other activity or group that participates in contests, competitions, or community service projects on behalf of or as a representative of the District.

Students, grades 7-12, who attend Sudan ISD and participate in extracurricular activities, drive to school, or are enrolled in driver training, and all other students who volunteer will be tested.

Contract

All students who will participate in extracurricular activities, driver education, or drive to school, and their parents/guardian will be required to sign a consent form agreeing to be a part of the drug testing program for Sudan ISD. The form will only have to be signed once and will be valid for the entire time the student is enrolled at Sudan ISD. For the 2003-04 school year, all participating students will take a mandatory drug test on or after January 19, 2004, and all students will be involved in random testing equivalent to a minimum of 20 percent of the group per month, during the year. In subsequent years, all students will again be tested at the beginning of the year. Students entering the district after the first day will be given the test at the random testing date. Parental consent for a student to submit to biological testing is required as a condition, grades 7 through 12, to be able to participate in extracurricular activities, to enroll in driver’s education, or to drive a vehicle to school. Refusal by a student or his/her parent/guardian, to submit to biological testing, will result in a forfeiture of rights to participate in the above named activities. Voluntary participation by students not included in the above named activities is encouraged.

Drug Testing Procedures

Testing will be conducted by licensed professionals, and lab work will be done at a government certified lab. Students and staff will be required to produce a urine sample, which will be divided into two separate bottles and sealed, in the event a confirmation test is needed. Students and/or parents/guardians will have the opportunity to provide information concerning prescription medication being taken by the student. Parents can also request to be in attendance during testing.

Confirmation of Positive Test Result

Testing of a specimen is a two-step process. If the initial screening test is positive, it will be confirmed by a second test, using the gas chromatography/mass spectrometry technique, on the same specimen. A sample shall not be reported as positive unless both tests are positive.

Appeal Process

Parents/guardians of any student testing positive will have an opportunity to request a second test, using the second specimen bottle originally obtained, within seventy-two hours of the initial test. Parents may choose the certified lab to be used for the second test. If the results of the retest are negative, the school district will reimburse the student for the cost of the retest, and the student will remain in good standing. If the retest results are positive, the parents/guardians are responsible for the cost of the retest, and the student will be subject to consequences as per this policy, the student code of conduct, and the student handbook.

Confidentiality

All information relating to biological testing or the identification of persons as users of illegal drugs will be protected by Sudan ISD as confidential, unless otherwise required by law, overriding public health and safety concerns, or authorized in writing by the person (parent or guardian) in question. Results of tests will be known only to the parents/guardians of the student in question and to the administrator(s) involved. No action will be taken until the appeal process has been completed. Activity sponsors and coaches will be notified of suspension from activities, after the appeal process is completed.

Consequences

Consequences are cumulative in grades 7-9. Once the student has completed the ninth grade, the consequences are cumulative in grades 10-12. All students coming in new to the district will begin with a clean record. Refer to the student handbooks and Student Code of Conduct for consequences concerning confirmed use and/or admittance of alcohol use, by students on campus or at school-related functions. Consequences for a positive drug test (mandatory, random, or reasonable suspicion) and for confirmed use or admittance of drug use of possession, away from school, are as follows:

Additional Testing

Any student testing positive will be removed from the random testing pool and will be required to be tested at the time of each random testing, for a minimum period of one calendar year from the date of the first offense.

Implementation of Plan

Implementation of the plan will take place in the second semester of the 2003-2004 school year. Participating students, grades 7-12, will have a one time, thirty-day grace period after being notified by mail of the program, prior to mandatory testing being performed. In addition, any student, during the thirty-day grace period, will be allowed to ask for assistance with a substance abuse problem. Any student asking for assistance after the thirty-day grace period will be considered as a first positive test. The voluntary admittance of a substance abuse problem by a student during the first thirty days will result in the individual having the following consequences:

- **Mandatory substance abuse counseling as approved by the Sudan ISD.
- **Mandatory test at the end of thirty days with mandated monthly testing for one calendar year.
- **No suspension from activities unless a subsequent positive test occurs.
- **Will not be considered a first time positive test

Definitions

Activities--Clubs and organizations, band, athletic programs, cheerleading, literary activities, one act play, including all performances, contests, demonstrations, and other events of these above-mentioned activities.

Biological Testing--for this plan, the scientific analysis of a specimen (with the exception of reasonable suspicion tests for alcohol, which may be conducted by a urinalysis, breathalyzer, or saliva test) for the purpose of detecting an illegal drug or alcohol.

Drug Paraphernalia--any equipment, product, or material that is used, or is intended to be used, to conceal, inject, inhale, or otherwise introduce into the human body, an illegal drug.

Good Standing--Having met requirements in order to be able to pursue all educational and extracurricular activities as are available, with no restrictions or consequences.

Illegal Drug--any drug which is not legally obtainable; any drug which is legally obtainable, but has not been legally obtained; any prescribed drug not being used for the prescribed purpose; any over-the-counter drug being used at a dosage level different than recommended by the manufacturer, being used for a purpose other than intended by the manufacturer; and any drug being used for a purpose not in accordance with bona fide medical therapy. Examples of illegal drugs include, but are not limited to: cannabis substances such as marijuana and hashish, cocaine, heroin, phencyclidine, PCP, and so-called designer drugs, and look-alike drugs.

Possession--the presence of any detectable amount of an illegal substance, whether on the person, their personal or assigned property, or in their body system.

Premises of Sudan ISD--all property of the school district, including, but not limited to, the facilities and surrounding areas on district-owned or leased property, parking lots, and storage areas. The term also includes school district owned, leased, or used vehicles and equipment, wherever located. According to state law, Sudan ISD extends within 300 feet of school property.

Random Drug Testing--a testing process in which selection for testing is made by a method employing objective, neutral criteria, which ensures that every person subject to testing has a substantially equal statistical chance of being selected. This method does not permit subjective factors to play a role in selection.

Reasonable Suspicion--based on specific personal observation concerning the appearance, speech, or behavior of the student that indicates the effects of drug or alcohol use. Information provided by a reliable source, if based on personal knowledge, may also constitute reasonable suspicion.

Under the Influence--a condition in which a person is affected by a drug or alcohol in any detectable manner.

**Sudan Independent School District
Parental Consent For Biological Testing**

(For all students, grades 7-12, who are involved in extracurricular activities, drive to school, enrolled in driver's education, or any student volunteering services)

I, _____, as a parent or guardian of _____, a student enrolled in Sudan Jr./Sr. High School hereby agree to the following for the duration of his/her enrollment at Sudan ISD:

I understand the school district's policy regarding substance abuse. I understand it is the practice of the district to conduct drug and alcohol tests for the purpose of carrying out this policy.

I understand that my child cannot be compelled to give a biological specimen. I understand that if he/she gives a biological specimen, it will be tested for drugs and/or alcohol. I understand that the giving of a biological specimen, when requested by the school district, is a condition of my child's being in good standing, and is a condition of my child's continued participation in Jr./Sr. High School extracurricular activities. I understand that if a test of my child's specimen reveals an unexplained presence of a drug and/or alcohol, the district will implement the steps associated with the drug testing policy, student handbook, and student code of conduct.

Prescription drugs currently taken as prescribed:

Comments:

At this time, I hereby agree to my child giving a specimen.

Parent/Guardian Signature

Date

Printed Name

Witness

Student Signature

Social Security Number

Printed Name

Student ID Number

The completed form must be in to the office of the principal by August 28, 2006.

STUDENT CODE OF CONDUCT

Purpose

The Student Code of Conduct is the district's response to the requirements of Chapter 37 of the Texas Education Code.

The Code provides methods and options for managing students in the classroom and on school grounds, disciplining students, and preventing and intervening in student discipline problems.

The law requires the district to define misconduct that may—or must—result in a range of specific disciplinary consequences including removal from a regular classroom or campus, suspension, placement in a disciplinary alternative education program (DAEP), or expulsion from school.

This Student Code of Conduct has been adopted by the (district name) Board of Trustees and developed with the advice of the district-level committee. This Code provides information to parents and students regarding standards of conduct, consequences of misconduct, and procedures for administering discipline.

In accordance with state law, the Code will be posted at each school campus or will be available for review at the office of the campus principal. Parents will be notified of any conduct violation that may result in a student being suspended, placed in a DAEP, or expelled.

Because the Student Code of Conduct is adopted by the district's board of trustees it has the force of policy; therefore, in case of conflict between the Code and the student handbook, the Code will prevail.

Please Note: The discipline of students with disabilities who are eligible for services under federal law (Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973) is subject to the provisions of those laws.

School District Authority and Jurisdiction

School rules and the authority of the district to administer discipline 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:

1. During the regular school day and while the student is going to and from school on district transportation;
2. During lunch periods in which a student is allowed to leave campus;
3. While the student is in attendance at any school-related activity, regardless of time or location;
4. For any school-related misconduct, regardless of time or location;
5. When retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location;
6. When criminal mischief is committed on or off school property or at a school-related event;
7. For certain offenses committed within 300 feet of school property as measured from any point on the school's real property boundary line;
8. For certain offenses committed while on school property or while attending a school-sponsored or school-related activity of another district in Texas; and
9. When the student commits a felony, as provided by Texas Education Code 37.006 or 37.0081.

The district has the right to search a vehicle driven to school by a student and parked on school property whenever there is reasonable cause to believe it contains articles or materials prohibited by the district.

The district has the right to search a student's locker when there is reasonable cause to believe it contains articles or materials prohibited by the district.

School administrators will report crimes as required by law and will call local law enforcement when an administrator suspects that a crime has been committed on campus.

The district has the right to revoke the transfer of a nonresident student for violating the district's Code.

Standards for Student Conduct

Each student is expected to:

1. Demonstrate courtesy, even when others do not.
2. Behave in a responsible manner, always exercising self-discipline.

3. Attend all classes, regularly and on time.
4. Prepare for each class; take appropriate materials and assignments to class.
5. Meet district and campus standards of grooming and dress.
6. Obey all campus and classroom rules.
7. Respect the rights and privileges of students, teachers, and other district staff and volunteers.
8. Respect the property of others, including district property and facilities.
9. Cooperate with and assist the school staff in maintaining safety, order, and discipline.
10. Adhere to the requirements of the Student Code of Conduct.

General Conduct Violations

The categories of conduct below are prohibited at school and all school-related activities, but the list does not include the most serious offenses. In the subsequent sections on Suspension, DAEP Placement, and Expulsion, severe offenses that require or permit specific consequences are listed. Any offense, however, may be serious enough to result in Removal from the Regular Educational Setting as detailed in that section.

The district prohibits the following:

Disregard for Authority

1. Failing to comply with directives given by school personnel (insubordination).
2. Leaving school grounds or school-sponsored events without permission.
3. Disobeying rules for conduct on school buses.
4. Refusing to accept discipline management techniques assigned by a teacher or principal.

Mistreatment of Others

1. Using profanity or vulgar language or making obscene gestures.
2. Fighting or scuffling. (For assault see DAEP Placement and Expulsion)
3. Threatening another student or district employee on or off school property.
4. Engaging in bullying, harassment, and making hit lists. (See glossary for all three terms)
5. Engaging in conduct that constitutes sexual harassment or sexual abuse, whether by word, gesture, or any other conduct, including requests for sexual favors directed toward another student or a district employee.
6. Engaging in inappropriate or indecent exposure of private body parts.
7. Hazing. (See glossary)
8. Causing an individual to act through the use of or threat of force (coercion).
9. Committing extortion or blackmail (obtaining money or an object of value from an unwilling person).
10. Engaging in inappropriate verbal, physical, or sexual conduct directed toward another student or a district employee.

Property Offenses

1. Damaging or vandalizing property owned by others. (For felony criminal mischief see DAEP Placement or Expulsion)
2. Defacing or damaging school property—including textbooks, lockers, furniture, and other equipment—with graffiti or by other means.
3. Stealing from students, staff, or the school.
4. Committing or assisting in a robbery or theft even if it does not constitute a felony according to the Texas Penal Code. (For felony robbery and theft see DAEP Placement and Expulsion)

Possession of Prohibited Items

1. possessing or using:
 2. fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device;
 3. a razor, box cutter, chain, or any other object used in a way that threatens or inflicts bodily injury to another person;
 4. a “look-alike” weapon;
 5. an air gun or BB gun;

6. ammunition;
7. a stun gun;
8. a pocketknife;
9. mace or pepper spray;
10. pornographic material;
11. tobacco products;
12. matches or a lighter;
13. a laser pointer for other than an approved use; or
14. any articles not generally considered to be weapons, including school supplies, when the principal or designee determines that a danger exists. (For weapons and firearms see DAEP Placement and Expulsion)

Possession of Telecommunications Devices

1. Possessing a cellular telephone or other telecommunications device at school during the school day.

Illegal and Prescription Drugs

1. Possessing or selling seeds or pieces of marijuana in less than a usable amount. (For illegal drugs, alcohol, and inhalants see DAEP Placement and Expulsion)
2. Possessing, using, giving, or selling paraphernalia related to any prohibited substance. (See glossary for “paraphernalia”)
3. Possessing or selling look-alike drugs or items attempted to be passed off as drugs or contraband.
4. Abusing the student’s own prescription drug, giving a prescription drug to another student, or possessing or being under the influence of another person’s prescription drug on school property or at a school-related event.
5. Having or taking prescription drugs or over-the-counter drugs at school other than as provided by district policy.

Misuse of Computers and the Internet

1. Violating computer use policies, rules, or agreements signed by the student and/or agreements signed by the student’s parent.
2. Using the Internet or other electronic communications to threaten students or employees or cause disruption to the educational program.
3. Sending or posting electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation, or illegal.
4. Using e-mail or Web sites at school to encourage illegal behavior or threaten school safety.

Safety Transgressions

1. Possessing published or electronic material that is designed to promote or encourage illegal behavior or that could threaten school safety.
2. Engaging in verbal (oral or written) exchanges that threaten the safety of another student, a school employee, or school property.
3. Making false accusations or perpetrating hoaxes regarding school safety.
4. Engaging in any conduct that school officials might reasonably believe will substantially disrupt the school program or incite violence.
5. Throwing objects that can cause bodily injury or property damage.
6. Discharging a fire extinguisher without valid cause.

Miscellaneous Offenses

1. Violating dress and grooming standards as communicated in the student handbook.
2. Cheating or copying the work of another.
3. Gambling.
4. Falsifying records, passes, or other school-related documents.
5. Engaging in actions or demonstrations that substantially disrupt or materially interfere with school activities.
6. Repeatedly violating other communicated campus or classroom standards of conduct.

The district may impose campus or classroom rules in addition to those found in the Code. These rules may be posted in classrooms or given to the student and may or may not constitute violations of the Code.

Discipline Management Techniques

Discipline will be designed to improve conduct and to encourage students to adhere to their responsibilities as members of the school community. Disciplinary action will draw on the professional judgment of teachers and administrators and on a range of discipline management techniques. Discipline will be correlated to the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, the effect of the misconduct on the school environment, and statutory requirements.

Because of these factors, discipline for a particular offense (unless otherwise specified by law) may bring into consideration varying techniques and responses.

Students with Disabilities

The discipline of students with disabilities is subject to applicable state and federal law in addition to the Student Code of Conduct. To the extent any conflict exists, state and/or federal law will prevail.

In accordance with the Education Code, a student who is enrolled in a special education program may not be disciplined for conduct meeting the definition of bullying, harassment, or making hit lists (see glossary) until an ARD committee meeting has been held to review the conduct.

In deciding whether to order suspension, DAEP placement, or expulsion the district will take into consideration a disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.

Techniques

The following discipline management techniques may be used—alone or in combination—for behavior prohibited by the Student Code of Conduct or by campus or classroom rules:

1. Verbal (oral or written) correction.
2. Cooling-off time or "time-out."
3. Seating changes within the classroom.
4. Temporary confiscation of items that disrupt the educational process.
5. Rewards or demerits.
6. Behavioral contracts.
7. Counseling by teachers, counselors, or administrative personnel.
8. Parent-teacher conferences.
9. Grade reductions as permitted by policy.
10. Detention.
11. Sending the student to the office or other assigned area, or to in-school suspension.
12. Assignment of school duties such as cleaning or picking up litter.
13. Withdrawal of privileges, such as participation in extracurricular activities, eligibility for seeking and holding honorary offices, or membership in school-sponsored clubs and organizations.
14. Penalties identified in individual student organizations' extracurricular standards of behavior.
15. Withdrawal or restriction of bus privileges.
16. School-assessed and school-administered probation.
17. Corporal punishment.
18. Out-of-school suspension, as specified in the Suspension section of this Code.
19. Placement in a DAEP, as specified in the DAEP section of this Code.
20. Expulsion, as specified in the Expulsion section of this Code.
21. Referral to an outside agency or legal authority for criminal prosecution in addition to disciplinary measures imposed by the district.
22. Other strategies and consequences as determined by school officials.

Notification

The principal or appropriate administrator will notify a student's parent by phone or in writing of any

violation that may result in a suspension, placement in a DAEP, or expulsion. Notification will be made within three school days after the administrator becomes aware of the violation.

Appeals

Parental questions or complaints regarding disciplinary measures should be addressed to the teacher or campus administration, as appropriate, and in accordance with policy FNG(LOCAL). A copy of the policy may be obtained from the principal's office or the central administration office or through Policy On Line at the following address: (<http://www.sudanisd.net>).

Consequences will not be deferred pending the outcome of a grievance.

Removal from the Regular Educational Setting

In addition to other discipline management techniques, misconduct may result in removal from the regular educational setting in the form of a routine referral or a formal removal.

Routine Referral

A routine referral occurs when a teacher sends a student to the principal's office as a discipline management technique. The principal may then employ additional techniques.

Formal Removal

A teacher or administrator **may** remove a student from class for a behavior that violates this Code to maintain effective discipline in the classroom. A teacher **may** also initiate a formal removal from class if:

1. The student's behavior has been documented by the teacher as repeatedly interfering with the teacher's ability to teach his or her class; or
2. The behavior is so unruly, disruptive, or abusive that the teacher cannot teach, and the students in the classroom cannot learn.

A teacher or administrator **must** remove a student from class if the student engages in behavior that under the Education Code requires or permits the student to be placed in a DAEP or expelled. When removing for those reasons, the procedures in the subsequent sections on DAEP or expulsion will be followed. Otherwise, within three school days of the formal removal, the appropriate administrator will schedule a conference with the student's parent; the student; the teacher, in the case of removal by a teacher; and any other administrator. At the conference, the appropriate administrator will inform the student of the misconduct for which he or she is charged and the consequences. The administrator will give the student an opportunity to give his or her version of the incident.

When a student is removed from the regular classroom by a teacher and a conference is pending, the principal may place the student in:

- Another appropriate classroom
- In-school suspension
- Out-of-school suspension
- DAEP

Returning Student to Classroom

When a student has been formally removed from class by a teacher for conduct against the teacher containing the elements of assault, aggravated assault, sexual assault, aggravated sexual assault, murder, capital murder, or criminal attempt to commit murder or capital murder, the student may not be returned to the teacher's class without the teacher's consent.

When a student has been formally removed by a teacher for any other conduct, the student may be returned to the teacher's class without the teacher's consent, if the placement review committee determines that the teacher's class is the best or only alternative available.

Suspension

Misconduct

Students may be suspended for any behavior listed in the Code as a general conduct violation, DAEP offense, or expellable offense.

In deciding whether to order suspension, the district will take into consideration:

1. Self-defense (see glossary),
2. Intent or lack of intent at the time the student engaged in the conduct, or
3. A student's disciplinary history.

Process

State law allows a student to be suspended for no more than three school days per behavior violation, with no limit on the number of times a student may be suspended in a semester or school year.

Before being suspended a student will have an informal conference with the appropriate administrator who shall advise the student of the conduct of which he or she is accused. The student will be given the opportunity to explain his or her version of the incident before the administrator's decision is made.

The number of days of a student's suspension will be determined by the appropriate administrator, but will not exceed three school days.

The appropriate administrator will determine any restrictions on participation in school-sponsored or school-related extracurricular and cocurricular activities.

Disciplinary Alternative Education Program (DAEP) Placement

Discretionary Placement: Misconduct That May Result in DAEP Placement

A student who is expelled for an offense that otherwise would have resulted in a DAEP placement does not have to be placed in DAEP in addition to the expulsion.

In deciding whether to order placement in a DAEP, the district will take into consideration:

1. Self-defense (see glossary),
2. Intent or lack of intent at the time the student engaged in the conduct, and
3. The student's disciplinary history.

General Misconduct

A student **may** be placed in a DAEP for behaviors prohibited in the General Conduct Violations section of this Code.

Misconduct Identified in State Law

In accordance with state law, a student may be placed in a DAEP for any one of the following offenses:

1. Involvement in gang activity, including participating as a member or pledge, or soliciting another person to become a pledge or member of a gang.
2. Involvement in a public school fraternity, sorority, or secret society, including participating as a member or pledge, or soliciting another person to become a pledge or member of a public school fraternity, sorority, or secret society.
3. Any criminal mischief, including a felony.

In accordance with state law, a student may be placed in a DAEP if the superintendent or the superintendent's designee has reasonable belief (see glossary) that the student has engaged in conduct punishable as a felony, other than those listed as offenses involving injury to a person in Title 5 (see glossary) of the Texas Penal Code, that occurs off school property and not at a school-sponsored or school-related event, if the student's presence in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process.

The appropriate administrator **may**, but is not required to, place a student in a DAEP for off-campus conduct for which DAEP placement is required by state law if the administrator does not have knowledge of the conduct before the first anniversary of the date the conduct occurred.

Certain Felonies

Unless removal is otherwise required by one of the reasons below, in accordance with Education Code 37.0081, a student may be placed in a DAEP after an opportunity for a hearing before the board of trustees or its designee, if:

1. The student receives deferred prosecution for conduct defined as a felony offense in Title 5 (see glossary) of the Texas Penal Code, or
2. The student has been found by a court to have engaged in delinquent conduct for conduct defined as a felony offense in Title 5 of the Texas Penal Code.

The board or the board's designee must determine that the student's presence in the regular classroom:

1. Threatens the safety of other students or teachers,
2. Will be detrimental to the educational process, or
3. Is not in the best interest of the district's students.

A student's placement in the DAEP as a result of receiving deferred prosecution or delinquent conduct, as described above, may occur regardless of:

1. The date on which the student's conduct occurred,
2. The location at which the conduct occurred,
3. Whether the conduct occurred while the student was enrolled in the district, or
4. Whether the student has successfully completed any court disposition requirements imposed in connection with the conduct.

Mandatory Placement: Misconduct That Requires DAEP Placement

A student **must** be placed in a DAEP if the student:

1. Engages in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school. (See glossary)
2. Commits the following offenses on school property or within 300 feet of school property as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:
 - Engages in conduct punishable as a felony.
 - Commits an assault (see glossary) under Penal Code 22.01(a)(1).
 - Sells, gives, or delivers to another person, or possesses, uses, or is under the influence of marijuana, a controlled substance, or a dangerous drug in an amount not constituting a felony offense. (School-related felony drug offenses are addressed in the Expulsion section.) (See glossary for "under the influence")
 - Sells, gives, or delivers to another person an alcoholic beverage; commits a serious act or offense while under the influence of alcohol; or possesses, uses, or is under the influence of alcohol, if the conduct is not punishable as a felony offense. (School-related felony alcohol offenses are addressed in the Expulsion section.)
 - Behaves in a manner that contains the elements of an offense relating to abusable volatile chemicals.
 - Behaves in a manner that contains the elements of the offense of public lewdness or indecent exposure.
3. Engages in expellable conduct and is between six and nine years of age.
4. Commits a federal firearms violation and is younger than six years of age.
5. Engages in conduct that contains the elements of the offense of retaliation against any school employee or volunteer on or off school property. (Committing retaliation in combination with another expellable offense is addressed in the Expulsion section of this Code.)
6. Engages in conduct punishable as a felony listed under Title 5 (see glossary) of the Texas Penal Code when the conduct occurs off school property and not at a school-sponsored or school-related event and:
 - The student receives deferred prosecution (see glossary),
 - A court or jury finds that the student has engaged in delinquent conduct (see glossary), or
 - The superintendent or designee has a reasonable belief (see glossary) that the student engaged in the conduct.

Sexual Assault and Campus Assignments

If a student has been convicted of or placed on deferred adjudication for sexual assault or aggravated sexual assault against another student on the same campus, and if the victim or the victim's parents request that the board transfer the offending student to another campus, the offending student shall be transferred to another campus in the district. If there is no other campus in the district serving the grade level of the offending student, the offending student will be transferred to a DAEP.

Emergencies

In an emergency, the principal or the principal's designee may order the immediate placement of a student in a DAEP for any reason for which placement in a DAEP may be made on a nonemergency basis.

Process

Removals to a DAEP will be made by the building principal.

Conference

When a student is removed from class for a DAEP offense, the appropriate administrator will schedule a conference within three school days with the student's parent, the student, and the teacher, in the case of a teacher removal.

At the conference, the appropriate administrator will inform the student, orally or in writing, of the reasons for the removal and will give the student an explanation of the basis for the removal and an opportunity to respond to the reasons for the removal.

Following valid attempts to require attendance, the district may hold the conference and make a placement decision regardless of whether the student or the student's parents attend the conference.

Placement Order

After the conference, if the student is placed in the DAEP, the appropriate administrator will write a placement order. A copy of the DAEP placement order will be sent to the student and the student's parent. Not later than the second business day after the conference, the board's designee will deliver to the juvenile court a copy of the placement order and all information required by Section 52.04 of the Family Code. If the student is placed in the DAEP and the length of placement is inconsistent with the guidelines included in this Code, the placement order will give notice of the inconsistency.

Length of Placement

The duration of a student's placement in a DAEP will be determined by the building principal. The duration of a student's placement will be determined on a case-by-case basis. DAEP placement will be correlated to the seriousness of the offense, the student's age and grade level, the frequency of misconduct, the student's attitude, and statutory requirements.

The maximum period of DAEP placement shall be one calendar year except as provided below.

Exceeds One Year

Placement in a DAEP may exceed one year when a review by the district determines that:

1. The student is a threat to the safety of other students or to district employees, or
2. Extended placement is in the best interest of the student.

The statutory limitations on the length of a DAEP placement do not apply to a placement resulting from the board's decision to place a student who engaged in the sexual assault of another student in a DAEP so that the students are not assigned to the same campus.

Exceeds School Year

Students who commit offenses requiring placement in a DAEP at the end of one school year may be required to continue that placement at the start of the next school year to complete the assigned term of placement. For placement in a DAEP to extend beyond the end of the school year, the building principal must determine that:

1. The student's presence in the regular classroom or campus presents a danger of physical harm to the student

or others, or

2. The student has engaged in serious or persistent misbehavior (see glossary) that violates the district's Code.

Exceeds 60 Days

For placement in a DAEP to extend beyond 60 days or the end of the next grading period, whichever is sooner, a student's parent will be given notice and the opportunity to participate in a proceeding before the board or the board's designee.

Appeals

Questions or complaints from parents regarding disciplinary measures should be addressed to the campus administration, in accordance with policy FNG(LOCAL). A copy of this policy may be obtained from the principal's office or the central administration office or through Policy On Line at the following address: <http://www.sudanisd.net>.

Disciplinary consequences will not be deferred pending the outcome of an appeal. The decision to place a student in a DAEP cannot be appealed beyond the board.

Restrictions during Placement

State law prohibits a student placed in a DAEP for reasons specified in state law from attending or participating in school-sponsored or school-related extracurricular activities.

The district will provide transportation to students in a DAEP.

For seniors assigned to a DAEP who are eligible to graduate, the placement in the program will continue through graduation, and the student will not be allowed to participate in the graduation ceremony and related graduation activities.

Placement Review

A student placed in a DAEP will be provided a review of his or her status, including academic status, by the building principal at intervals not to exceed 120 days. In the case of a high school student, the student's progress toward graduation and the student's graduation plan will also be reviewed. At the review, the student or the student's parent will be given the opportunity to present arguments for the student's return to the regular classroom or campus. The student may not be returned to the classroom of a teacher who removed the student without that teacher's consent.

Additional Misconduct

If during the term of placement in a DAEP the student engages in additional conduct for which placement in a DAEP or expulsion is required or permitted, additional proceedings may be conducted, and the appropriate administrator may enter an additional disciplinary order as a result of those proceedings.

Notice of Criminal Proceedings

The office of the prosecuting attorney will notify the district if a student was placed in a DAEP for certain offenses including any felony, unlawful restraint, indecent exposure, assault, deadly conduct, terroristic threats, organized crime, certain drug offenses, or possession of a weapon, and:

1. Prosecution of a student's case was refused for lack of prosecutorial merit or insufficient evidence and no formal proceedings, deferred adjudication (see glossary), or deferred prosecution will be initiated; or
2. The court or jury found a student not guilty, or made a finding that the student did not engage in delinquent conduct or conduct indicating a need for supervision, and the case was dismissed with prejudice.

If a student was placed in a DAEP for such conduct, on receiving the notice from the prosecutor, the superintendent or designee will review the student's placement and schedule a review with the student's parent not later than the third day after the superintendent or designee receives notice from the prosecutor. The student may not be returned to the regular classroom pending the review.

After reviewing the notice and receiving information from the student's parent, the superintendent or

designee may continue the student's placement if there is reason to believe that the presence of the student in the regular classroom threatens the safety of other students or teachers.

The student or the student's parent may appeal the superintendent's decision to the board. The student may not be returned to the regular classroom pending the appeal. In the case of an appeal, the board will, at the next scheduled meeting, review the notice from the prosecutor and receive information from the student, the student's parent, and the superintendent or designee, and confirm or reverse the decision of the superintendent or designee. The board will make a record of the proceedings.

If the board confirms the decision of the superintendent or designee, the student and the student's parent may appeal to the Commissioner of Education. The student may not be returned to the regular classroom pending the appeal.

Withdrawal during Process

When a student violates the district's Code in a way that requires or permits the student to be placed in a DAEP and the student withdraws from the district before a placement order is completed, the district may complete the proceedings and issue a placement order. If the student then reenrolls in the district during the same or a subsequent school year, the district may enforce the order at that time, less any period of the placement that has been served by the student during enrollment in another district. If the appropriate administrator or the board fails to issue a placement order after the student withdraws, the next district in which the student enrolls may complete the proceedings and issue a placement order.

Newly Enrolled Students

A student assigned to a DAEP in an open-enrollment charter school or another district, including a district in another state (if the behavior committed is a reason for DAEP placement in the receiving district), at the time he or she enrolls in the district will be placed directly into the district's DAEP.

If the student was placed in a DAEP by a school district in another state for a period that exceeds one year, this district, by state law, will reduce the period of the placement so that the total placement does not exceed one year. After a review, however, the placement may be extended beyond a year if the district determines that the student is a threat to the safety of other students or employees or the extended placement is in the best interest of the student.

Emergency Placement

When an emergency placement occurs, the student will be given oral notice of the reason for the action. Not later than the tenth day after the date of the placement, the student will be given the appropriate conference required for assignment to a DAEP.

Expulsion

Discretionary Expulsion: Misconduct That May Result in Expulsion

In deciding whether to order expulsion, the district will take into consideration:

1. Self-defense (see glossary),
2. Intent or lack of intent at the time the student engaged in the conduct, and
3. The student's disciplinary history.

A student **may** be expelled for:

Any Location

1. Engaging in the following no matter where it takes place:
 - Conduct that contains the elements of assault under Penal Code 22.01(a)(1) in retaliation against a school employee or volunteer.
 - Criminal mischief, if punishable as a felony.
2. Engaging in conduct that contains the elements of one of the following offenses against another student, without regard to where the conduct occurs:

- Aggravated assault.
 - Sexual assault.
 - Aggravated sexual assault.
 - Murder.
 - Capital murder.
 - Criminal attempt to commit murder or capital murder.
 - Aggravated robbery.
3. Engaging in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school.

At School, Within 300 Feet, or at School Event

Committing any of the following offenses on or within 300 feet of school property, as measured from any point on the school’s real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:

- Selling, giving, or delivering to another person, or possessing, using, or being under the influence of marijuana, a controlled substance, or a dangerous drug, if the conduct is not punishable as a felony.
- Selling, giving, or delivering to another person, or possessing, using, or being under the influence of alcohol; or committing a serious act or offense while under the influence of alcohol, if the conduct is not punishable as a felony.
- Engaging in conduct that contains the elements of an offense relating to abusable volatile chemicals.
- Engaging in conduct that contains the elements of assault under Section 22.01(a)(1) against an employee or a volunteer.
- Engaging in deadly conduct. (See glossary)

Within 300 Feet of School

Engaging in the following conduct while within 300 feet of school property, as measured from any point on the school’s real property boundary line:

- Aggravated assault, sexual assault, or aggravated sexual assault.
- Arson.
- Murder, capital murder, or criminal attempt to commit murder or capital murder.
- Indecency with a child, aggravated kidnapping, manslaughter, criminally negligent homicide, or aggravated robbery.
- Felony drug- or alcohol-related offense.
- Use, exhibition, or possession of a firearm (as defined by state law), an illegal knife, a club, or prohibited weapon, or possession of a firearm (as defined by federal law).

Property of Another District

Committing any offense that is a state-mandated expellable offense if the offense is committed on the property of another district in Texas or while the student is attending a school-sponsored or school-related activity of a school in another district in Texas.

While in DAEP

Engaging in serious offenses or persistent misbehavior (see glossary) that violates the district’s Code, while placed in a DAEP.

Mandatory Expulsion: Misconduct That Requires Expulsion

A student **must** be expelled for any of the following offenses that occur on school property or while attending a school-sponsored or school-related activity on or off school property:

Federal Law

Bringing to school a firearm, as defined by federal law. “Firearm” under federal law includes:

- Any weapon (including a starter gun) that will, is designed to, or may readily be converted to expel a projectile by the action of an explosive.
- The frame or receiver of any such weapon.

- Any firearm muffler or firearm weapon.
- Any destructive device, such as any explosive, incendiary or poison gas bomb, or grenade.

Texas Penal Code

1. Using, exhibiting, or possessing the following, as defined by the Texas Penal Code:
 - A firearm (any device designed, made, or adapted to expel a projectile through a barrel by using the energy generated by an explosion or burning substance or any device readily convertible to that use).
 - An illegal knife, such as a knife with a blade over 5_ inches; hand instrument, designed to cut or stab another by being thrown; dagger, including but not limited to a dirk, stiletto, and poniard; bowie knife; sword; or spear.
 - A club (see glossary) such as an instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with the instrument, including a blackjack, nightstick, mace, and tomahawk.
 - A prohibited weapon, such as an explosive weapon, a machine gun, a short-barrel firearm, a firearm silencer, a switchblade knife, knuckles, armor-piercing ammunition, a chemical dispensing device, or a zip gun. (See glossary)
2. Behaving in a manner that contains elements of the following offenses under the Texas Penal Code:
 - Aggravated assault, sexual assault, or aggravated sexual assault.
 - Arson. (See glossary)
 - Murder, capital murder, or criminal attempt to commit murder or capital murder.
 - Indecency with a child.
 - Aggravated kidnapping.
 - Aggravated robbery.
 - Manslaughter.
 - Criminally negligent homicide.
 - Behavior punishable as a felony that involves selling, giving, or delivering to another person, or possessing, using, or being under the influence of marijuana, a controlled substance, a dangerous drug, or alcohol; or committing a serious act or offense while under the influence of alcohol.
 - Retaliation against a school employee combined with one of the above-listed offenses on or off school property or at a school-related activity.

Under Age Ten

When a student under the age of ten engages in behavior that is expellable behavior, the student will not be expelled, but will be placed in a DAEP. A student under age six will not be removed from class or placed in a DAEP unless the student commits a federal firearm offense.

Emergency

In an emergency, the principal or the principal’s designee may order the immediate expulsion of a student for any reason for which expulsion may be made on a nonemergency basis.

Process

If a student is believed to have committed an expellable offense, the principal or other appropriate administrator will schedule a hearing within a reasonable time. The student’s parent will be invited in writing to attend the hearing.

Until a hearing can be held, the principal may place the student in:

1. Another appropriate classroom
2. In-school suspension
3. Out-of-school suspension
4. DAEP

Hearing

A student facing expulsion will be given a hearing with appropriate due process. The student is entitled to:

1. Representation by the student's parent or another adult who can provide guidance to the student and who is not an employee of the district,
2. An opportunity to testify and to present evidence and witnesses in the student's defense, and
3. An opportunity to question the district's witnesses.

After providing notice to the student and parent of the hearing, the district may hold the hearing regardless of whether the student or the student's parent attends.

The board of trustees delegates to the superintendent authority to conduct hearings and expel students.

Board Review of Expulsion

After the due process hearing, the expelled student may request that the board review the expulsion decisions. The student or parent must submit a written request to the superintendent within seven days after receipt of the written decision. The superintendent must provide the student or parent written notice of the date, time, and place of the meeting at which the board will review the decision.

The board will review the record of the expulsion hearing in a closed meeting unless the parent requests in writing that the matter be held in an open meeting. The board may also hear a statement from the student or parent and from the board's designee.

The board will hear statements made by the parties at the review and will base its decision on evidence reflected in the record and any statements made by the parties at the review. The board will make and communicate its decision orally at the conclusion of the presentation. Consequences will not be deferred pending the outcome of the hearing.

Expulsion Order

After the due process hearing, if the student is expelled, the board or its designee will deliver to the student and the student's parent a copy of the order expelling the student.

Not later than the second business day after the hearing, the board's designee will deliver to the juvenile court a copy of the expulsion order and the information required by Section 52.04 of the Family Code.

If the length of the expulsion is inconsistent with the guidelines included in the Student Code of Conduct, the expulsion order will give notice of the inconsistency.

Length of Expulsion

The length of an expulsion will be correlated to the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, and statutory requirements.

The duration of a student's expulsion will be determined on a case-by-case basis. The maximum period of expulsion is one calendar year except as provided below.

An expulsion may not exceed one year unless, after review, the district determines that:

1. The student is a threat to the safety of other students or to district employees, or
2. Extended expulsion is in the best interest of the student.

State and federal law require a student to be expelled from the regular classroom for a period of at least one calendar year for bringing a firearm, as defined by federal law, to school. However, the superintendent or other appropriate administrator may modify the length of the expulsion on a case-by-case basis. Students who commit offenses that require expulsion at the end of one school year may be expelled into the next school year to complete the term of expulsion.

Withdrawal during Process

When a student has violated the district's Code in a way that requires or permits expulsion from the district and the student withdraws from the district before the expulsion hearing takes place, the district may conduct the hearing after sending written notice to the parent and student.

If the student then reenrolls in the district during the same or subsequent school year, the district may

enforce the expulsion order at that time, less any expulsion period that has been served by the student during enrollment in another district.

If the appropriate administrator or the board fails to issue an expulsion order after the student withdraws, the next district in which the student enrolls may complete the proceedings.

Additional Misconduct

If during the expulsion, the student engages in additional conduct for which placement in a DAEP or expulsion is required or permitted, additional proceedings may be conducted, and the appropriate administrator or the board may issue an additional disciplinary order as a result of those proceedings.

Restrictions during Expulsion

Expelled students are prohibited from being on school grounds or attending school-sponsored or school-related activities during the period of expulsion.

No district academic credit will be earned for work missed during the period of expulsion unless the student is enrolled in a Juvenile Justice Alternative Education Program or another district-approved program.

Newly Enrolled Students

The district will decide on a case-by-case basis the placement of a student who is subject to an expulsion order from another district or an open-enrollment charter school upon enrollment in the district.

If a student expelled in another state enrolls in the district, the district may continue the expulsion under the terms of the expulsion order, may place the student in a DAEP for the period specified in the order, or may allow the student to attend regular classes if:

1. The out-of-state district provides the district with a copy of the expulsion order, and
2. The offense resulting in the expulsion is also an expellable offense in the district in which the student is enrolling.

If a student is expelled by a district in another state for a period that exceeds one year and the district continues the expulsion or places the student in a DAEP, the district will reduce the period of the expulsion or DAEP placement so that the entire period does not exceed one year, unless after a review it is determined that:

1. The student is a threat to the safety of other students or district employees, or
2. Extended placement is in the best interest of the student.

Emergency Expulsion

When an emergency expulsion occurs, the student will be given verbal notice of the reason for the action. Within ten days after the date of the emergency expulsion, the student will be given appropriate due process required for a student facing expulsion.

DAEP Placement of Expelled Students

The district may provide educational services to any expelled student in a DAEP; however, educational services in the DAEP must be provided if the student is less than ten years of age.

Glossary

The glossary provides legal definitions and locally established definitions and is intended to assist in understanding terms related to the Student Code of Conduct.

Armor-piercing ammunition is handgun ammunition used in pistols and revolvers and designed primarily for the purpose of penetrating metal or body armor.

Arson is a crime that involves starting a fire or causing an explosion with intent to destroy or damage:

- A. Any vegetation, fence, or structure on open-space land; or
- B. Any building, habitation, or vehicle:
 - 1. Knowing that it is within the limits of an incorporated city or town;
 - 2. Knowing that it is insured against damage or destruction;
 - 3. Knowing that it is subject to a mortgage or other security interest;
 - 4. Knowing that it is located on property belonging to another;
 - 5. Knowing that it has located within it property belonging to another; or
 - 6. When the person starting the fire is reckless about whether the burning or explosion will endanger the life of some individual or the safety of the property of another.

Assault is defined in part by Texas Penal Code 22.01(a)(1) as intentionally, knowingly, or recklessly causing bodily injury to another.

Bullying is written or oral expression or physical conduct that a school district's board of trustees or the board's designee determines:

- A. To have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property; or
- B. To be sufficiently severe, persistent, or pervasive to create an intimidating, threatening, or abusive educational environment for a student.

Chemical dispensing device is a device designed, made, or adapted for the purpose of causing an adverse psychological or physiological effect on a human being. A small chemical dispenser sold commercially for personal protection is not in this category.

Club is an instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death. A blackjack, mace, and tomahawk are in the same category.

Deadly conduct occurs when a person recklessly engages in conduct that places another in imminent danger of serious bodily injury, such as knowingly discharging a firearm in the direction of an individual, habitation, building, or vehicle.

Deferred adjudication is an alternative to seeking a conviction in court that may be offered to a juvenile for delinquent conduct or conduct indicating a need for supervision.

Deferred prosecution may be offered to a juvenile as an alternative to seeking a conviction in court for delinquent conduct or conduct indicating a need for supervision.

Delinquent conduct is conduct that violates either state or federal law and is punishable by imprisonment or confinement in jail. It includes conduct that violates certain juvenile court orders, including probation orders, but does not include violations of traffic laws.

Discretionary means that something is left to or regulated by a local decision maker.

Explosive weapon is any explosive or incendiary bomb, grenade, rocket, or mine and its delivery mechanism that is designed, made, or adapted for the purpose of inflicting serious bodily injury, death, or substantial prop

erty damage, or for the principal purpose of causing such a loud report as to cause undue public alarm or terror. **False Alarm or Report** occurs when a person knowingly initiates, communicates, or circulates a report of a present, past, or future bombing, fire, offense, or other emergency that he or she knows is false or baseless and that would ordinarily:

- A. Cause action by an official or volunteer agency organized to deal with emergencies;
- B. Place a person in fear of imminent serious bodily injury; or
- C. Prevent or interrupt the occupation of a building, room, or place of assembly.

Graffiti are markings with aerosol paint or an indelible pen or marker on tangible property without the effective consent of the owner. The markings may include inscriptions, slogans, drawings, or paintings.

Harassment is:

- A. Conduct that meets the definition established in district policies DIA(LOCAL) and FFH(LOCAL); or
- B. Conduct that threatens to cause harm or bodily injury to another student, is sexually intimidating, causes physical damage to the property of another student, subjects another student to physical confinement or restraint, or maliciously and substantially harms another student's physical or emotional health or safety.

Hazing is an intentional or reckless act, on or off campus, by one person alone or acting with others, that endangers the mental or physical health or safety of a student for the purpose of pledging, initiation into, affiliation with, holding office in, or maintaining membership in an organization.

Hit list is a list of people targeted to be harmed, using a firearm, a knife, or any other object to be used with intent to cause bodily harm.

Knuckles is any instrument consisting of finger rings or guards made of a hard substance and designed or adapted for inflicting serious bodily injury or death by striking a person with a fist enclosed in the knuckles.

Machine gun is any firearm that is capable of shooting more than two shots automatically, without manual reloading, by a single function of the trigger.

Mandatory means that something is obligatory or required because of an authority.

Paraphernalia are devices that can be used for inhaling, ingesting, injecting, or otherwise introducing a controlled substance into a human body.

Persistent misbehavior is two or more violations of the Code in general or repeated occurrences of the same violation.

Possession means to have an item on one's person or in one's personal property, including but not limited to clothing, purse, or backpack; a private vehicle used for transportation to or from school or school-related activities, including but not limited to an automobile, truck, motorcycle, or bicycle; or any other school property used by the student, including but not limited to a locker or desk.

Reasonable belief is a determination made by the superintendent or designee using all available information, including the information furnished under Article 15.27 of the Code of Criminal Procedure.

Self-defense is the use of force against another to the degree a person reasonably believes the force is immediately necessary to protect himself or herself.

Serious offenses include but are not limited to:

- Murder.
- Vandalism.
- Robbery or theft.

- Extortion, coercion, or blackmail.
- Actions or demonstrations that substantially disrupt or materially interfere with school activities.
- Hazing.
- Insubordination.
- Profanity, vulgar language, or obscene gestures.
- Fighting, committing physical abuse, or threatening physical abuse.
- Possession or distribution of pornographic materials.
- Leaving school grounds without permission.
- Sexual harassment of a student or district employee.
- Possession of or conspiracy to possess any explosive or explosive device.
- Falsification of records, passes, or other school-related documents.
- Refusal to accept discipline assigned by the teacher or principal.

Short-barrel firearm is a rifle with a barrel length of less than 16 inches or a shotgun with a barrel length of less than 18 inches, or any weapon made from a rifle or shotgun that, as altered, has an overall length of less than 26 inches.

Switchblade is any knife with a blade that folds, closes, or retracts into the handle or sheath and that opens automatically by pressing a button or by the force of gravity or centrifugal force.

Terroristic threat is a threat of violence to any person or property with intent to:

- A. Cause a reaction of any type by an official or volunteer agency organized to deal with emergencies;
- B. Place any person in fear of imminent serious bodily injury;
- C. Prevent or interrupt the occupation or use of a building; room, place of assembly, or place to which the public has access; place of employment or occupation; aircraft, automobile, or other form of conveyance; or other public place;
- D. Cause impairment or interruption of public communications, public transportation, public water, gas, or power supply or other public service;
- E. Place the public or a substantial group of the public in fear of serious bodily injury; or
- F. Influence the conduct or activities of a branch or agency of the federal government, the state, or a political subdivision of the state (including the district).

Title 5 offenses are those that involve injury to a person and include murder; kidnapping; assault; sexual assault; unlawful restraint; coercing, soliciting, or inducing gang membership if it causes bodily injury to a child; indecency with a child; injury to a child, an elderly person, or a disabled person; abandoning or endangering a child; deadly conduct; terroristic threat; aiding a person to commit suicide; and tampering with a consumer product. [See FOC(EXHIBIT)]

Under the influence means lacking the normal use of mental or physical faculties. Impairment of a person's physical or mental faculties may be evidenced by a pattern of abnormal or erratic behavior or the presence of physical symptoms of drug or alcohol use. A student "under the influence" need not be legally intoxicated to trigger disciplinary action.

Use means voluntarily introducing into one's body, by any means, a prohibited substance.

Zip gun is a device or combination of devices, not originally a firearm, but adapted to expel a projectile through a smooth-bore or rifled-bore barrel by using the energy generated by an explosion or burning substance.

CÓDIGO DE CONDUCTA ESTUDIANTIL

Propósito

El Código de Conducta Estudiantil a continuación es la respuesta del distrito escolar a los requisitos del Capítulo 37 del Código Educativo de Texas.

El código establece métodos; ofrece opciones para dirigir la conducta de estudiantes en las salas de clase y planteles escolares; y discute medidas disciplinarias e intervenciones en problemas disciplinarios.

La ley obliga al distrito a definir actos de mala conducta que puedan—o deban— tener ciertas consecuencias disciplinarias, incluyendo la suspensión del estudiante, su traslado a un programa disciplinario de educación alternativa (DAEP, Disciplinary Alternative Education Program), o su expulsión de la escuela.

El Código de Conducta Estudiantil ha sido oficialmente adoptado por los miembros de la Mesa Directiva (Board of Trustees) del Sudan ISD con el consejo del comité del distrito escolar (District-level committee). El Código de Conducta Estudiantil informa a los padres de familia y a los estudiantes sobre la conducta deseada, sobre las consecuencias del mal comportamiento y los procedimientos para administrar medidas disciplinarias.

De acuerdo con la ley estatal, el Código de Conducta Estudiantil debe ser anunciado en cada plantel escolar o estar accesible en la oficina del director de la escuela. Los padres de familia deben ser notificados sobre cualquier infracción del Código de Conducta Estudiantil que amerite que un estudiante sea suspendido, trasladado a un DAEP, o expulsado del distrito escolar.

El Código de Conducta Estudiantil fue aprobado oficialmente por la Mesa Directiva y tiene el vigor de norma directiva. Por lo tanto, en casos de conflicto entre el Código y el manual estudiantil (Student Handbook), el Código predomina.

Nótese: La disciplina de estudiantes incapacitados con derecho a los servicios bajo la ley federal (Ley Educativa de Individuos Incapacitados y la Sección 504 de la Ley de Rehabilitación de 1973) está sujeta a la ley federal. En este documento el uso de artículos, adjetivos, sustantivos y pronombres de género masculino incluyen al femenino, a menos que se indique lo contrario.

Autoridad y Jurisdicción del Distrito Escolar

Las reglas escolares y la autoridad del distrito sobre medidas disciplinarias se imponen cuando el interés del distrito está de por medio, dentro o fuera de la escuela, dentro o fuera de la sala de clase, y en actividades patrocinadas por la escuela.

El distrito tiene autoridad disciplinaria sobre el estudiante:

1. Durante el día escolar y mientras utilice el transporte del distrito;
2. Durante el almuerzo en que se permite al estudiante salir de la escuela;
3. Mientras el estudiante esté asistiendo a cualquier actividad escolar, a cualquier hora y en cualquier lugar;
4. Por mala conducta relacionada con la escuela, a cualquier hora y en cualquier lugar;
5. Cuando el estudiante amenaza o lleva a cabo una represalia en contra de un empleado o voluntario escolar a cualquier hora y en cualquier lugar;
6. Cuando el estudiante comete actos de delincuencia (criminal mischief), dentro o fuera de la propiedad escolar o en un evento relacionado con la escuela;
7. Por ciertos delitos que ocurran dentro de un área de 300 pies medidos a partir de cualquier punto del perímetro de la propiedad escolar;
8. Por ciertos delitos cometidos dentro de la propiedad escolar o en actividades patrocinadas por la escuela, o relacionadas con la escuela de otro distrito en Texas; y
9. Cuando el estudiante comete un delito grave (felony), según la definición en la sección 37.006–37.0081 del Código de Educación del Estado de Texas.

El distrito escolar tiene derecho de inspeccionar un vehículo conducido por un estudiante o estacionado en propiedad escolar, si existe causa razonable de suponer que el vehículo contiene artículos o materiales prohibidos por el distrito.

El distrito tiene derecho de inspeccionar el locker (casillero) de un estudiante si existe causa razonable de creer que contiene artículos o materiales prohibidos por el distrito.

El administrador del distrito escolar reportará crímenes como es requerido por la ley, llamando a la policía si sospecha que un crimen ha sido cometido en el plantel escolar.

El distrito tiene derecho de revocar el traslado de un estudiante transferido que no reside en el distrito (nonresi-

dent transfer) si el estudiante comete un delito descrito bajo el Código de Conducta Estudiantil.

Estándares de Conducta Estudiantil

Se espera que cada estudiante:

- Demuestre cortesía, aún cuando otras personas no lo hagan.
- Actúe de manera responsable, siempre ejerciendo la autodisciplina.
- Asista regular y puntualmente a todas sus clases.
- Se prepare para cada clase y lleve los materiales apropiados y sus tareas.
- Cumpla con las normas de aseo y atuendo del distrito y el plantel escolar.
- Obedezca todas las reglas del salón de clase y la escuela.
- Respete los derechos y privilegios de otros estudiantes, de los maestros, y del personal del distrito.
- Respete la propiedad ajena, incluyendo la del distrito.
- Coopere con el personal de la escuela para mantener la seguridad, el orden, y la disciplina.
- Respete las normas del Código de Conducta Estudiantil.

Mala Conducta en General

Las categorías de conducta indicadas a continuación están prohibidas en las escuelas y en toda actividad relacionada con las escuelas, aunque la lista no incluye las ofensas más serias. En las secciones que siguen sobre Suspensión, Traslado a un DAEP, y Expulsión, se indican las ofensas graves que requieren o permiten ciertas específicas medidas disciplinarias. Sin embargo, cualquier ofensa puede considerarse suficientemente grave como para resultar en un traslado del estudiante fuera de su escuela regular, de acuerdo a lo indicado en la sección pertinente de este Código.

El distrito prohíbe al estudiante:

Desobediencia a la Autoridad

- Desobedecer órdenes o instrucciones del personal escolar (insubordination).
- Partir, sin permiso, de la escuela o de eventos patrocinados por la escuela.
- Desobedecer las reglas de conducta en los autobuses escolares.
- Rechazar las medidas de disciplina asignadas por el maestro o el director.

Maltrato de Otras Personas

- Usar lenguaje grosero o vulgar o hacer gestos obscenos.
- Reñir o pelear. (Vea Traslado a un DAEP y Expulsión en caso de Asalto)
- Amenazar a otro estudiante o empleado del distrito dentro o fuera de la escuela.
- Actuar de manera hostil, insultante, abusiva (bullying); intimidar y hostigar (harassment) y preparar listas de víctimas (hit lists). (Vea en el glosario las definiciones de estos términos)
- Hostigar de manera que constituya acoso o abuso sexual ya sea verbal o por medio de gestos, ademanes u otro tipo de conducta; y solicitar favores sexuales a un estudiante o un empleado del distrito.
- Exhibir de manera impropia e indecente las partes pudendas.
- Cometer novatadas. (Vea el glosario)
- Forzar a un individuo a actuar (coercion) bajo amenaza de violencia.
- Cometer actos de extorsión o chantaje para obtener dinero o algún objeto de valor, contra la voluntad de una persona.
- Tener contacto impropio, ya sea verbal, físico, o sexual con un estudiante o un empleado del distrito.

Delitos Contra la Propiedad Ajena

- Dañar o cometer actos de vandalismo contra propiedad ajena. (En casos de felonía criminal, “criminal mischief” vea Traslado a un DAEP o Expulsión.)
- Estropear artículos de propiedad escolar, incluyendo libros de texto, lóckers (casilleros), muebles, y otro equipo por medio de graffiti o cualquier otro medio.
- Robar a otros estudiantes o al personal escolar o la escuela.
- Robar o participar en un robo aunque no constituya un delito grave o felonía según el Código Penal del Estado de Texas. (Para delitos graves de robo vea las secciones Traslado a un DAEP y Expulsión)

Posesión de Artículos Prohibidos

- Poseer o usar:
 - fuegos artificiales de cualquier tipo, bombas de humo, bombas fétidas o cualquier otro dispositivo pirotécnico;
 - hojas de afeitar, cortadoras de cartón, cadenas o algún otro objeto utilizado para amenazar o herir a otra persona;
 - imitaciones de armas;
 - pistola de municiones “BB o rifles de aire a presión” (air guns);
 - municiones o balas;
 - pistola paralizante (stun gun);
 - navaja (pocketknife);
 - aerosoles cápsicos (pepper spray) para protección personal (mace);
 - material pornográfico;
 - productos de tabaquería;
 - fósforos/cerillos o encendedor;
 - láser para apuntar—si se usa en maneras no aprobadas;
 - artículos que aunque generalmente no sean considerados armas, como artículos escolares, si el director o una persona autorizada determina que representan un peligro para los demás. (Para armas y armas de fuego, vea Traslado a un DAEP y Expulsión)

Posesión de Equipo de Telecomunicaciones

- Poseer un teléfono celular u otro aparato de telecomunicación en la escuela, durante las horas de escuela.

Drogas Ilegales y Medicamentos Recetados

- Poseer o vender semillas o pedazos de marihuana aunque sea en una cantidad mínima no utilizable. (Para drogas ilegales, alcohol, e inhaladores vea Traslado a un DAEP y Expulsión)
- Poseer, usar, dar, o vender parafernalia relacionada con cualquier sustancia prohibida. (Vea el glosario para la definición de “parafernalia”)
- Poseer o vender sustancias y artículos haciéndolos pasar por drogas o contrabando.
- Abusar o usar indebidamente sus propios medicamentos legítimamente obtenidos con receta médica, o dar sus medicamentos a otro estudiante, o poseer o estar bajo la influencia de drogas recetadas por un médico para otra persona, en la escuela o en un evento relacionado con la escuela.
- Poseer o ingerir drogas de cualquier tipo indebidamente en la escuela, desobedeciendo los reglamentos del distrito sobre el uso de drogas recetadas y sustancias farmacológicas en la escuela.

Uso Indevido de Computadoras y la Red Internet

- Violar los reglamentos, o acuerdos firmados por el estudiante relacionados con el uso de computadora y/o acuerdos firmados por los padres del estudiante.
- Usar la red Internet u otro medio de comunicación electrónica para amenazar a otros estudiantes o empleados o para interferir con el programa educativo.
- Enviar o incorporar mensajes electrónicos abusivos, obscenos, de índole sexual, amenazadores, que dañan la reputación de otra persona, o que son ilegales.
- Usar e-mail o sitios Web en la escuela para fomentar conducta ilegal o para amenazar la seguridad escolar.

Delitos Contra la Seguridad

- Poseer publicaciones o material electrónico diseñado para fomentar conducta ilegal o que ponen en peligro la seguridad escolar.
- Participar en altercados verbales [orales o escritos] que amenazan la seguridad de otros estudiantes, de empleados o de la propiedad del distrito.
- Hacer acusaciones falsas, fechorías, amenazas, o engaños con respecto a la seguridad escolar.
- Participar en conducta que dé al personal de la escuela causa razonable para creer que tal conducta pudiera interferir con el programa escolar o incitar violencia.
- Arrojar objetos que pueden causar daños físicos o daños a la propiedad.

- Descargar un extintor contra incendios, sin justificación.

Otras Ofensas

- Desobedecer las normas de aseo personal y de atuendo descritas en el manual estudiantil (Student Handbook).
- Hurtar o copiar la tarea de otra persona.
- Hacer apuestas (gambling).
- Falsificar récords, pases, o cualquier otro documento relacionado con la escuela.
- Interrumpir o tratar de interferir con el programa educativo o las actividades escolares.
- Desobedecer repetidamente las reglas de conducta del distrito o del salón de clase.

El distrito a su discreción, puede imponer reglas de conducta adicionales anunciadas en la sala de clase y diseminadas a los estudiantes. Estas reglas adicionales podrán ser consideradas parte del presente Código para propósitos de disciplina.

Técnicas Disciplinarias

El propósito de la disciplina es corregir el mal comportamiento, fomentar la conducta deseada y alentar al estudiante en el cumplimiento de sus responsabilidades como ciudadano de la comunidad escolar. Toda acción disciplinaria dependerá del criterio profesional de maestros y administradores y utilizará medidas apropiadas. La disciplina será apropiada con respecto a la seriedad de la ofensa, la edad del estudiante, su grado escolar, la frecuencia de la mala conducta, la actitud del estudiante, el impacto de la mala conducta en el ambiente escolar, y los requisitos de la ley.

Debido a estos factores, las medidas disciplinarias para ciertas ofensas específicas pueden resultar en diversas técnicas o medidas disciplinarias que se tomarán en consideración, a menos que la ley requiera algo diferente.

Estudiantes Incapacitados

La disciplina para estudiantes incapacitados deberá estar de acuerdo con las pertinentes leyes estatales y federales, además de seguir las normas de este Código de Conducta Estudiantil. En caso de que se presente un conflicto, prevalecerán las leyes.

De acuerdo con el Texas Education Code, un estudiante inscrito en el programa de educación especial no puede ser disciplinado por conducta clasificada como “hostil, abusiva, e intimidante (bullying/harassment), (vea el glosario) mientras no se haya efectuado la reunión del comité ARD para considerar los detalles de dicha conducta. Antes de imponer la suspensión, traslado a un DAEP, o expulsión a un estudiante incapacitado, el distrito deberá tomar en cuenta la condición del estudiante que podría impedirle reconocer el error de su conducta.

Técnicas

Las siguientes técnicas o estrategias pueden usarse—solas o en combinación—para disciplinar por conducta prohibida por el Código de Conducta Estudiantil o por violar las reglas de la escuela o del salón de clase:

- Corrección verbal (oral o escrita).
- Tiempo para calmarse (time-out).
- Cambio de asientos en el salón de clase.
- Confiscación temporal de artículos utilizados para interferir con el proceso educativo.
- Premios o deméritos.
- Contratos de buen comportamiento.
- Consultoría psicológica de maestros o personal administrativo.
- Conferencias de padres y maestros.
- Reducción de las calificaciones de acuerdo con normas establecidas.
- Detención.
- Envío del estudiante a la oficina o a otra área asignada, o a suspensión en la escuela.
- Asignación de labores de limpieza en la escuela.
- Pérdida de privilegios tales como la participación en actividades extracurriculares, y la elegibilidad para postularse a cargos honoríficos y asumir dichos cargos.
- Membresía en clubes y organizaciones patrocinadas por la escuela.
- Medidas disciplinarias o castigos identificados en las normas de conducta extracurricular de distintas organizaciones estudiantiles.

- Pérdida del uso del transporte del distrito.
- Libertad condicional (probation) dictada y administrada por la escuela.
- Castigo corporal.
- Suspensión fuera de la escuela, según se especifica en la sección de Suspensión, de este Código.
- Traslado a un DAEP según se especifica en la sección titulada Traslado a un DAEP de este Código.
- Expulsión según se especifica en la sección de Expulsión en este Código.
- Traslado del estudiante a una dependencia o autoridad jurídica fuera de la escuela para enjuiciamiento criminal, aparte de las medidas disciplinarias que el distrito imponga.
- Otras estrategias y consecuencias determinadas por oficiales del distrito.

Notificación

El director de la escuela o el administrador autorizado avisará a los padres de familia por teléfono o por escrito sobre cualquier infracción del Código de Conducta Estudiantil que pudiera resultar en una orden de suspensión, traslado a un DAEP, o expulsión. Esta notificación deberá de llevarse a cabo a más tardar dentro de 3 días hábiles de cuando el administrador se entera de dicha infracción.

Apelaciones

Las preguntas o quejas de los padres de familia sobre estas medidas disciplinarias deberán ser dirigidas al maestro o a la administración de la escuela, de manera apropiada y de acuerdo con el reglamento FNG(LOCAL). Una copia de este reglamento está disponible en la oficina del director de la escuela o en la oficina central administrativa o en la red Internet en Policy On Line en la siguiente dirección: (<http://www.sudanisd.net>). Las consecuencias (medidas disciplinarias) no se aplazarán mientras se espera el resultado de alguna queja o reclamo.

Traslado Fuera del Ambiente Regular Escolar

Además de otras técnicas disciplinarias, la mala conducta podría resultar en el traslado del estudiante fuera del ambiente regular, ya sea por una recomendación de rutina, o mediante el traslado formal.

Recomendación de Rutina

Una recomendación de rutina sucede cuando el maestro envía al estudiante a la oficina del director como consecuencia del mal comportamiento del estudiante. El director entonces puede usar otras técnicas adicionales.

Traslado Formal

Un maestro o administrador tiene la opción de retirar del salón de clase a un estudiante cuyo comportamiento viola este Código de Conducta e impide mantener la disciplina necesaria en la clase. El maestro puede iniciar el traslado formal de la clase si:

1. Se ha documentado que la conducta de tal estudiante ha impedido repetidamente que el maestro dicte su clase de manera efectiva; o
2. La conducta es tan rebelde, impertinente, o abusiva, que el maestro no puede instruir, y los estudiantes en el salón no pueden aprender.

El maestro o administrador está obligado a retirar a un estudiante de la clase si el comportamiento de dicho estudiante es tal que requiere o permite su traslado a un DAEP, o su expulsión. Cuando el traslado se efectúa por esas razones, se llevará a cabo el proceso indicado en las secciones siguientes sobre DAEP o la expulsión. De otra manera, dentro de un plazo de 3 días escolares del traslado formal, el administrador autorizado concertará una conferencia con los padres del estudiante; con el estudiante; con el maestro, si el estudiante fue trasladado por el maestro; y con cualquier otro administrador.

Durante dicha conferencia, el administrador autorizado informará al estudiante sobre las acusaciones de mala conducta que se han presentado y de las consecuencias. El administrador dará al estudiante una oportunidad de dar su versión del incidente.

Cuando un maestro retira a un estudiante de la sala de clase y aún está pendiente la conferencia, el director puede usar cualquiera de las siguientes estrategias:

- Traslado del estudiante a otra sala de clase apropiada
- Suspensión dentro de la escuela

- Suspensión fuera de la escuela
- Traslado a un DAEP

Regreso del Estudiante al Salón de Clase

Cuando un estudiante ha sido retirado de la sala de clase y trasladado formalmente a iniciativa de un maestro por conducta con elementos de asalto, asalto grave, asalto sexual, asalto sexual grave, asesinato, asesinato capital, o atentado criminal de cometer asesinato o asesinato capital, no se permitirá el regreso del estudiante a la sala de clase del maestro que lo retiró, sin el consentimiento del maestro.

Si el motivo del traslado fue cualquier otra conducta, se puede permitir el regreso del estudiante a la clase sin el consentimiento del maestro que lo retiró, si el comité que evalúa los traslados disciplinarios determina que la clase de dicho maestro es la mejor o única alternativa disponible.

Suspensión

Mala Conducta

Se puede suspender a un estudiante por conducta prohibida en el Código ya sea por mala conducta en general, por infracciones que resulten en traslado al programa DAEP, o por ofensas que ameritan la expulsión.

Antes de ordenar la suspensión del estudiante, el distrito tomará en cuenta:

1. Si la mala conducta fue en defensa propia (vea el glosario),
2. Si la mala conducta fue cometida intencionalmente o no, y
3. El récord disciplinario del estudiante.

Proceso

La ley estatal permite que un estudiante sea suspendido hasta tres días escolares por cada acto de mala conducta y no impone límites al número de suspensiones cada semestre o durante el año escolar.

Antes de la suspensión, se le concederá al estudiante una conferencia informal con el administrador autorizado que le informará sobre la conducta de que se le acusa. El estudiante tendrá una oportunidad de explicar su versión del incidente antes que el administrador haga su determinación.

El administrador autorizado determinará el período de suspensión del estudiante, que no deberá exceder tres días de escuela.

El administrador autorizado determinará cualquier restricción en la participación del estudiante en actividades extracurriculares patrocinadas por la escuela durante el período de la suspensión.

Traslado al Programa Disciplinario de Educación Alternativa (DAEP)

Traslado Discrecional: Mala Conducta que Causaría Traslado a un DAEP

Un estudiante expulsado por una ofensa que hubiera resultado en un traslado al DAEP no tendrá que ser asignado a un DAEP además de la expulsión.

Antes de ordenar el traslado de un estudiante a un DAEP, el distrito tomará en cuenta:

1. Si la ofensa fue en defensa propia (vea el glosario),
2. Si la ofensa fue intencional o no, y
3. El récord disciplinario del estudiante.

Mala Conducta en General

Un estudiante podrá ser trasladado a un DAEP por cualquier conducta prohibida en la sección de Mala Conducta en General de este Código.

Mala Conducta Según la Ley Estatal

De acuerdo con la ley estatal, un estudiante podrá ser trasladado a un DAEP por cualquiera de los siguientes delitos:

- Ser miembro de una pandilla; o solicitar admisión o fomentar el interés de otras personas en solicitar admisión a una pandilla
- Participar en una fraternidad, hermandad (fraternity, sorority) o sociedad secreta en una escuela pública, o

solicitar admisión o fomentar el interés de otras personas en solicitar admisión en una fraternidad, hermandad, o sociedad secreta en una escuela pública.

- Cualquier delincuencia criminal (criminal mischief) menor, incluyendo una felonía.

De acuerdo a la ley estatal, el distrito tiene la opción de trasladar a un estudiante al DAEP si el superintendente o la persona que lo representa llega a la conclusión (ver el glosario: “creencia razonable”) que el estudiante ha cometido un acto clasificado como felonía, distinto de otras ofensas relacionadas con actos de violencia física contra un individuo definidas en el Título 5 del Código Penal (ver el glosario), que ocurrió fuera de la propiedad del distrito y no durante un evento patrocinado, o relacionado con la escuela, si la presencia de tal estudiante en la sala de clase representa un peligro para los otros estudiantes o un obstáculo al proceso educacional.

El administrador autorizado tiene la opción pero no está obligado a trasladar a un estudiante a un DAEP por conducta que por ley requiere traslado a un DAEP, si la conducta ocurrió fuera del plantel escolar y el administrador no recibió la información hasta después del primer aniversario de la fecha en que ocurrió dicha conducta.

Ciertas Felonías

A menos que se requiera el traslado de un estudiante por alguna de las razones obligatorias en la siguiente sección, de acuerdo con el Texas Education Code 37.0081, el distrito tiene la opción pero no está obligado a trasladar a un DAEP a un estudiante después de haberle dado oportunidad para una audiencia ante la Mesa Directiva o la persona designada si:

- El estudiante recibe enjuiciamiento (prosecución) diferido por conducta definida como delito grave o felonía bajo el Título 5 del Código Penal de Texas, o
- Una corte o un juzgado determina que el estudiante ha participado en conducta delictiva definida como delito grave o felonía bajo el Título 5 del Código Penal de Texas.

La Mesa Directiva o la persona designada deberá determinar si la presencia del estudiante en el salón de clase regular:

1. Pone en peligro la seguridad de los otros estudiantes o maestros, o
2. Impide o afecta a la educación de los estudiantes, o
3. No representa los mejores intereses de los demás estudiantes del distrito.

El traslado de un estudiante a un DAEP por haber recibido enjuiciamiento diferido (deferred prosecution) por conducta delincuente, delito grave o felonía descrita anteriormente, puede llevarse a cabo sin tomar en cuenta:

1. La fecha en que dicha conducta del estudiante ocurrió,
2. El lugar en que dicha conducta ocurrió,
3. Si la conducta ocurrió mientras el estudiante estaba inscrito en el distrito, ni
4. El hecho de que el estudiante haya completado satisfactoriamente los requisitos impuestos por la corte en conexión con dicho comportamiento.

Traslado Obligatorio: Mala Conducta que Requiere Traslado a un DAEP

El distrito tiene la obligación de trasladar a un DAEP a un estudiante que.

- Comete un acto relacionado con una alarma falsa, amenaza de bomba o cualquier tipo de amenaza terrorista (vea el glosario) que involucre una escuela pública.
- Comete las siguientes ofensas en propiedad escolar o dentro de 300 pies del límite de la propiedad escolar, o durante actividades patrocinadas por la escuela fuera del plantel escolar:
- Participa en conducta definida como un delito grave o felonía.
- Comete un asalto (vea el glosario) según el Código Penal 22.01(a)(1).
- Vende, usa, entrega a otra persona, o se encuentra en posesión o está bajo la influencia (vea el glosario) de marihuana, cualquier sustancia prohibida o droga peligrosa aún cuando sea una cantidad mínima que no llega a constituir un delito grave o felonía. (Las ofensas escolares calificadas como un delito grave o felonía con relación a las drogas están detalladas bajo la sección de Expulsión.)
- Vende o entrega a otra persona una bebida alcohólica; comete una ofensa seria mientras está bajo la influencia del alcohol; o se encuentra en posesión, o está bajo la influencia del alcohol, si la conducta no es sancionable como un delito grave o felonía. (Las ofensas escolares calificadas como un delito grave o felonía con relación al uso del alcohol están detalladas bajo la sección de Expulsión.)
- Actúa de una manera relacionada a abusos de sustancias químicas volátiles, pegamento o pintura en aerosol.

- Actúa de una manera relacionada a ofensas de lascivia pública, o exposición indecente.
- Comete ofensas que merecen la expulsión, pero tiene entre seis y nueve años de edad.
- Comete un delito federal relacionado con armas de fuego pero es menor de seis años de edad.
- Actúa de una manera que indica elementos de represalia contra un empleado o voluntario del distrito, dentro o fuera de la propiedad escolar. (Un acto de represalia cometido en combinación con cualquier otra ofensa que amerite la expulsión está descrito en la sección de Expulsión de este Código.)
- Participa en un delito grave o felonía descritos bajo el Título 5 (vea el glosario) del Código Penal del Estado de Texas aún cuando haya sido fuera de la propiedad escolar y no durante un evento escolar patrocinado por la escuela y:
 1. El estudiante ha recibido un enjuiciamiento diferido (deferred prosecution). (Vea el glosario)
 2. La corte o el jurado determinó que el estudiante cometió la conducta delictiva. (Vea el glosario)
 3. El superintendente o persona autorizada tiene la creencia razonable (reasonable belief) que el estudiante ha participado en conducta delictiva. (Vea el glosario)

Asalto Sexual y Asignaciones de Escuelas

El estudiante que ha sufrido un asalto sexual cometido por otro estudiante de la misma escuela que ha sido convicto o ha recibido un enjuiciamiento diferido por la ofensa, puede pedir a la Mesa Directiva que traslade al asaltante a otra escuela en el distrito. Si no hay una clase apropiada, el estudiante que cometió el delito será trasladado a un DAEP.

Emergencias

En caso de emergencia, el director de la escuela o la persona designada puede ordenar el traslado inmediato de un estudiante a un DAEP siempre que sea por una razón que permita el traslado a un DAEP en casos que no sean emergencias.

Proceso

El traslado de un estudiante a un DAEP será determinado por el director de la escuela.

Conferencia

Cuando un estudiante es retirado de su clase por una ofensa que amerita un traslado a un DAEP, el administrador autorizado concertará una conferencia dentro de tres días hábiles con los padres de familia, el estudiante y el maestro si el maestro es quien pide el traslado del estudiante.

Durante la conferencia, el administrador autorizado informará al estudiante, ya sea oralmente o por escrito, de las razones por las que se pide su traslado y le dará al estudiante una oportunidad para responder.

Si a pesar de los esfuerzos del distrito, las personas interesadas no asisten a la conferencia, el distrito llevará a cabo la conferencia y tomará una decisión sobre el traslado del estudiante a un DAEP.

Orden de Traslado

Si la decisión es que el estudiante deberá ser trasladado a un DAEP, el administrador autorizado pasará la orden de traslado por escrito, con una copia para el estudiante y sus padres.

A más tardar el segundo día hábil después de la conferencia, la persona designada por la Mesa Directiva entregará al Tribunal de Menores (Juvenile Court) una copia de la orden de traslado, y toda la información requerida por la sección 52.04 del Código Familiar.

Si el estudiante es trasladado a un DAEP y el período del traslado no coincide con las recomendaciones incluidas en este Código, la orden del traslado hará notar esta información.

Duración del Traslado

La duración del traslado de un estudiante a DAEP será determinada por el director de la escuela considerando cada caso individualmente.

El período de traslado deberá estar en proporción con la gravedad de la ofensa, la edad del estudiante y su grado, la frecuencia de su mal comportamiento, la actitud del estudiante y los requisitos de la ley.

El período de traslado a un DAEP no debe de exceder doce meses (un año) con las siguientes excepciones:

Traslado de Más de Un Año

El período de traslado a un DAEP puede exceder un año cuando la evaluación del distrito determina que:

1. El estudiante constituye una amenaza la seguridad de los otros estudiantes o empleados del distrito, o
2. El traslado de largo plazo representa el mejor interés de dicho estudiante.

El límite impuesto por la ley al período de traslado a un DAEP puede ser descartado cuando el traslado al DAEP fue decidido por la Mesa Directiva en un caso de asalto sexual, para impedir que el agresor y su víctima sean asignados al mismo plantel escolar.

Traslado que Excede el Año Escolar

El distrito puede continuar el traslado a un DAEP de un año escolar al siguiente si el estudiante fue trasladado hacia el fin del año escolar y no llegó a completar el período asignado en el DAEP.

Para continuar el traslado de un estudiante a un DAEP al siguiente año escolar, el director de la escuela deberá determinar que:

1. La presencia del estudiante en el salón regular de clase presenta un riesgo de daño físico para el estudiante o para otras personas, o
2. El comportamiento del estudiante viola de manera seria y persistente las reglas del Código del distrito.

Traslado de Más de 60 Días

Antes de que el traslado de un estudiante a un DAEP se prolongue a más de 60 días o continúe durante el siguiente período de calificaciones (grading period), el distrito notificará a los padres del estudiante dándoles la oportunidad de apelar la decisión ante la Mesa Directiva o ante la persona autorizada por ésta.

Apelaciones

Las preguntas o quejas de los padres de familia sobre estas medidas disciplinarias deberán ser dirigidas a la administración de la escuela, de acuerdo con el reglamento en FNG(LOCAL). Una copia del reglamento está disponible en la oficina del director de la escuela o en la oficina central administrativa, o en el enlace de Policy On Line en la siguiente dirección de la red Internet: <http://www.sudanisd.net>.

Las consecuencias disciplinarias no serán aplazadas mientras se espera el resultado de una apelación o reclamo. La decisión de trasladar a un estudiante a un DAEP no puede ser apelada más allá de la Mesa Directiva.

Restricciones Durante el Traslado

La ley estatal prohíbe que un estudiante trasladado a un DAEP por razones especificadas en la ley estatal asista o participe en actividades patrocinadas por la escuela o actividades extracurriculares relacionadas con la escuela.

El distrito proveerá transporte a los estudiantes trasladados a un DAEP.

El período de traslado para estudiantes asignados a un DAEP en su último año de secundaria (seniors) continuará hasta después de la graduación; por lo tanto, no se les permitirá participar en la ceremonia de graduación ni en las actividades relacionadas con la graduación aunque hayan cumplido con todos los requisitos para graduarse.

Evaluación del Traslado

El estudiante trasladado a un (DAEP) recibirá del el direcotr de la escuela una evaluación del traslado, a intervalos de no más de 120 días. Esta evaluación deberá incluir el progreso académico del estudiante y en el caso de un estudiante en la escuela secundaria, también se evaluará el plan de graduación del estudiante y su progreso. Durante tal evaluación, el estudiante y sus padres, tendrán la oportunidad de abogar por el retorno del estudiante al salón regular de clase. No se permitirá el regreso del estudiante al salón regular de clase sin el consentimiento del maestro que inició el traslado.

Mala Conducta Persistente

Si durante el período de traslado a un DAEP el estudiante continúa su mala conducta, cometiendo actos que requieren o permiten la expulsión, el administrador autorizado puede iniciar procedimientos que resulten en una orden disciplinaria adicional.

Aviso de Procedimientos Criminales

La oficina del procurador (prosecuting attorney) notificará al distrito cuando un estudiante es trasladado a un DAEP por ciertos delitos, incluyendo cualquier delito de felonía, reclusión ilegal, exhibición indecente de las partes pudendas, asalto, conducta letal, amenazas terroristas, crimen organizado, ciertos delitos de drogas, o posesión de un arma, y

1. El enjuiciamiento del estudiante fue rehusado por falta de mérito enjuiciable o por insuficiente evidencia, y no se iniciará ningún procedimiento formal, adjudicación diferida (vea el glosario), o enjuiciamiento diferido; o
2. La corte o el jurado ha determinado que el estudiante no fue culpable, o que el estudiante no cometió ningún delito ni se condujo de manera que requiera supervisión, y el caso se dió por terminado sin ningún derecho a un nuevo juicio (dismissed with prejudice).

Al recibir la notificación del procurador, el superintendente u otra persona autorizada examinará el traslado al DAEP y concertará una conferencia con los padres del estudiante para evaluar el traslado al DAEP, a más tardar dentro de tres días después de recibir la notificación de la oficina del procurador. El estudiante no podrá regresar al salón regular mientras la evaluación esté pendiente.

Después de evaluar la notificación y de recibir información de los padres del estudiante, el superintendente u otra persona autorizada, puede continuar el traslado del estudiante al DAEP si hay razón para creer que la presencia del estudiante en el salón regular amenaza la seguridad de otros estudiantes o maestros.

El estudiante o sus padres pueden apelar (appeal) la decisión del superintendente a la Mesa Directiva. El estudiante no podrá regresar al salón de clase regular mientras la apelación esté pendiente. En caso de apelación, la Mesa Directiva, en su próxima sesión regular, evaluará la notificación del procurador y recibirá información del estudiante, sus padres y del superintendente u otra persona autorizada, y aprobará o revocará la decisión tomada por el superintendente o por la persona autorizada. La Mesa Directiva constatará un acta del procedimiento (make a record).

Si la Mesa Directiva aprueba la decisión del superintendente o de la persona autorizada, el estudiante y los padres del estudiante tienen derecho de apelar al Comisionado de Educación. El estudiante no podrá regresar al salón regular mientras la apelación esté pendiente.

Salirse/Abandonar la Escuela Durante el Proceso

Cuando un estudiante viola el Código del Distrito de manera que requiera un traslado a un DAEP y el estudiante abandona el distrito antes de comenzar o de completar la orden de traslado al DAEP, el distrito puede completar el proceso e implementar la orden de traslado a un DAEP. Si el estudiante regresa durante el mismo o en el subsiguiente año escolar, el distrito puede enforcing la orden y colocar al estudiante en el DAEP descontando el tiempo que haya servido en otro distrito escolar. Si el director o el administrador autorizado, o la Mesa Directiva, no continúa el proceso de traslado a un DAEP cuando el estudiante abandona el distrito, el siguiente distrito en el que dicho estudiante se inscriba puede completar los procedimientos y ordenar el traslado a un DAEP.

Nuevos Estudiantes Inscritos

Un estudiante asignado a un DAEP en una escuela charter de inscripción abierta, o en otro distrito, incluso un distrito escolar en otro estado (si el acto cometido merece traslado a un DAEP en el distrito que lo recibe) será asignado a un DAEP en el distrito en donde se inscribe.

Si dicho estudiante fue asignado a un DAEP en el distrito anterior en otro estado, por un período que excede un año, este distrito, por ley estatal, reducirá el período en el DAEP al máximo de un año.

Después de una evaluación, se puede extender el período en el DAEP a más de un año si el distrito determina que el estudiante constituye una amenaza a la seguridad de otros estudiantes o empleados o que la extensión del período en el DAEP representa el mejor interés de dicho estudiante.

Traslado de Emergencia

Cuando ocurra un traslado de emergencia, el estudiante recibirá una notificación oral del traslado. Dentro de los diez días siguientes, a más tardar, se le dará al estudiante la oportunidad de la conferencia que se requiere para el traslado a un DAEP.

Expulsión

Expulsión Discrecional: Mala Conducta como Causa de Expulsión

Antes de decidir sobre la expulsión de un estudiante, el distrito tomará en cuenta:

1. Si la ofensa fue en defensa propia (vea el glosario),
2. Si la ofensa fue intencional o no, y
3. El récord disciplinario del estudiante.

El estudiante puede ser expulsado:

En Cualquier Lugar

- Por cualquiera de las siguientes ofensas, sin importar donde se cometieron:
- Conducta que contiene elementos de asalto bajo el Código Penal 22.01(a)(1) como represalia contra un empleado escolar o voluntario.
- Delincuencia criminal (criminal mischief) si la conducta es sancionada por la ley como un delito grave o felonía.
- Por conducta contra otro estudiante que contiene elementos de una de las siguientes ofensas:
- Asalto grave (aggravated assault).
- Asalto sexual (sexual assault).
- Asalto sexual grave (aggravated sexual assault).
- Homicidio o asesinato (murder).
- Homicidio premeditado con pena de muerte (capital murder).
- Atentado criminal de homicidio (criminal attempt to commit murder) u homicidio premeditado con pena de muerte (capital murder).
- Robo grave (aggravated robbery).
- Por conducta relacionada con una falsa alarma (incluyendo una amenaza o atentado con una bomba) o una amenaza terrorista que involucre a una escuela pública.

En la Escuela, Dentro de 300 Pies de Distancia, o en Algún Evento Escolar

- Cometer cualquiera de las siguientes ofensas en la propiedad de la escuela a menos de 300 pies de distancia de la propiedad escolar durante actividades patrocinadas por la escuela, dentro o fuera del plantel escolar:
- Vender, dar o entregar a otra persona, estar en posesión, usar, o estar bajo la influencia de cualquier cantidad de marihuana, cualquier sustancia prohibida, o cualquier droga peligrosa si la conducta no es sancionable como un delito grave o felonía.
- Vender, usar, entregar a otra persona, encontrarse en posesión, o estar bajo la influencia de cualquier cantidad de alcohol; o comete una ofensa seria mientras está bajo la influencia del alcohol, si la conducta no es sancionable como un delito grave o felonía.
- Actuar de una manera relacionada a abusos de sustancias químicas volátiles.
- Cometer actos que contienen elementos de asalto bajo la Sección 22.01(a)(1) contra un empleado o voluntario.
- Cometer actos con consecuencias mortales (deadly conduct). (Vea el glosario)

Dentro de 300 Pies de Distancia de la Escuela

- Cometer cualquiera de las ofensas en la siguiente lista, a menos de 300 pies de distancia del perímetro de la propiedad escolar:
- Asalto grave (aggravated assault), asalto sexual (sexual assault), asalto sexual grave (aggravated sexual assault).
- Delito incendiario (arson).
- Asesinato (murder), homicidio premeditado con pena de muerte (capital murder) o atentado criminal de homicidio o homicidio premeditado con pena de muerte.
- Indecencia con un menor de edad, secuestro grave (aggravated kidnapping), homicidio sin premeditación (manslaughter), homicidio por negligencia criminal (criminally negligent homicide), y robo grave (aggravated robbery).
- Conducta sancionable como una felonía relacionada con cualquier sustancia prohibida o alcohol.
- Uso, posesión, o exhibición de un arma de fuego (definida en la ley estatal o federal), un cuchillo o una navaja ilícita, un garrote, o un arma prohibida.

En Propiedad de Otro Distrito

- Cualquier ofensa que amerite la expulsión bajo la ley estatal (state-mandated expellable offense) cometida en propiedad escolar de otro distrito en Texas, durante actividades patrocinadas por la escuela.

En DAEP

- Participación en altercados graves o conducta que viola repetidamente las reglas del Código de Conducta, mientras está en un DAEP.

Expulsión Obligatoria: Mala Conducta que Requiere la Expulsión

El distrito tiene la obligación de expulsar de la escuela un estudiante que comete cualquiera de los siguientes delitos en propiedad escolar o durante una actividad patrocinada por la escuela, dentro o fuera de la propiedad escolar:

Ley Federal

- Traer a la escuela un arma de fuego definida en la ley federal como:
- Cualquier arma de fuego diseñada, hecha, o adaptada para disparar un proyectil con el uso de explosivos.
- El marco de tal arma.
- Cualquier silenciador o arma de fuego.
- Cualquier instrumento destructivo como un explosivo, dispositivo incendiario, bomba de gas venenoso, o granada.

Código Criminal de Texas

- Usar, exhibir o poseer cualquiera de las armas siguientes, según la definición del Código Penal del Estado de Texas:
 - Un arma de fuego (cualquier instrumento diseñado, hecho o adaptado a expeler un proyectil por medio de un conducto artillero o cañón usando la energía generada por una explosión o sustancias combustibles o cualquier instrumento diseñado y fácilmente convertido para usar con tal objetivo).
 - Una navaja ilícita, como una navaja cuya hoja mide más de cinco y media pulgadas de largo; un instrumento de mano diseñado para cortar o apuñalar a otra persona; dagas o tales como un puñal, estilete, poniard, navaja Bowie; espada; o lanza.
 - Un garrote (vea el glosario), o cualquier instrumento especialmente diseñado, hecho o adaptado con el propósito de infligir grave daño corporal o la muerte a un individuo, utilizado para golpear a una persona. Incluye palos, macanas, tubos, cachiporras (blackjack, nightstick), aerosol cápsico (mace), o hacha (tomahawk).
 - Un arma prohibida, como un arma explosiva; ametralladora; arma de fuego con cañón corto; silenciador de arma de fuego; navaja de muelle; nudillos; municiones; instrumento para dispersar sustancias químicas; o un arma de fuego de fabricación doméstica (zip gun). (Vea el glosario)
- Conducta que contenga elementos de las siguientes ofensas, descritas en el Código Penal del Estado de Texas:
 - Asalto grave (aggravated assault), asalto sexual (sexual assault), asalto sexual grave (aggravated sexual assault).
 - Delito incendiario (arson). (Vea el glosario)
 - Asesinato (murder), homicidio premeditado (capital murder) o atentado criminal de homicidio.
 - Indecencia con un menor de edad.
 - Secuestro grave (Aggravated kidnapping).
 - Robo grave (Aggravated robbery).
 - Homicidio sin premeditación (Manslaughter).
 - Homicidio por negligencia criminal (Criminally negligent homicide).
 - Conducta sancionable como una felonía que involucre el vender, dar o entregar a otra persona, estar en posesión o uso, o estar bajo la influencia de marihuana, cualquier sustancia prohibida, cualquier sustancia peligrosa o alcohol; o cometer un delito bajo la influencia de alcohol.
 - Represalia contra un empleado escolar en combinación con cualquiera de estas ofensas dentro en o fuera de la propiedad escolar o en cualquier actividad escolar.

Menores de Diez Años

Un estudiante menor de diez años no será expulsado aunque cometa una de las ofensas que requiere la expulsión

obligatoria, pero será trasladado a un DAEP. Un estudiante menor de seis años de edad no será trasladado a un DAEP a menos que haya cometido un delito relacionado con armas ilícitas según la ley federal.

Emergencia

En caso de emergencia, el director o la persona autorizada por el director está autorizada para ordenar la expulsión inmediata de un estudiante por cualquier razón por la que se puede ordenar una expulsión en casos que no son de emergencia.

Proceso

Si se cree que un estudiante ha cometido una ofensa que merece expulsión, el director u otro administrador autorizado concertará una audiencia dentro de un plazo razonable. Los padres del estudiante estarán invitados por escrito a participar en tal audiencia.

Mientras esté pendiente la audiencia, el director escolar puede usar cualquiera de las siguientes medidas:

- Traslado del estudiante a otra sala de clase apropiada.
- Suspensión en la escuela
- Suspensión fuera de la escuela
- Traslado a un DAEP

Audiencia

Antes de ser expulsado, el estudiante tiene derecho a una audiencia con proceso legal (due process) y a:

1. Ser representado por sus padres u otro adulto que pueda asesorar al estudiante y que no sea un empleado del distrito,
2. Una oportunidad para atestiguar, presentar evidencia y testigos para su defensa, y
3. Una oportunidad para interrogar a los testigos presentados por el distrito escolar.

Después de notificar al estudiante y sus padres de la audiencia proyectada, el distrito podrá proseguir con la audiencia aunque el estudiante y sus padres no estén presentes.

La Mesa Directiva ha delegado al superintendente la autoridad para conducir la audiencia y decidir sobre la expulsión del estudiante.

Evaluación de la Expulsión

Después de la audiencia, el estudiante expulsado puede pedir que la Mesa Directiva evalúe la decisión del administrador que autorizó la expulsión. El estudiante o sus padres deberán presentar una solicitud por escrito al superintendente durante el transcurso de siete días después de haber recibido la notificación de la decisión hecha en tal audiencia. El superintendente deberá informar al estudiante y a sus padres por escrito de la fecha, hora y el lugar de la junta en la que la Mesa Directiva evaluará esta decisión.

La Mesa Directiva evaluará el acta del procedimiento de expulsión (record of the expulsion hearing) en una junta privada (closed meeting), a menos que los padres de familia soliciten por escrito una sesión abierta al público. La Mesa Directiva puede además oír una declaración formal del estudiante o sus padres y del administrador autorizado que ordenó la expulsión.

La Mesa Directiva escuchará declaraciones de las personas involucradas en la evaluación y basará su decisión en la evidencia y declaraciones. La Mesa Directiva tomará serán una decisión y la anunciará oralmente al terminar la sesión. Las medidas disciplinarias no serán demoradas mientras se espera la resolución de la audiencia.

Orden de Expulsión

Si el estudiante es expulsado, la Mesa Directiva o el personal autorizado, entregará al estudiante y a sus padres una copia de la orden de expulsión del estudiante.

A más tardar el segundo día hábil después de la audiencia, el superintendente entregará al Tribunal de Menores una copia de la Orden de Expulsión y la información requerida por la Sección 52.04 del Código Familiar.

Si el período de expulsión no está de acuerdo con las guías del Código de Conducta Estudiantil, la orden de expulsión incluirá tal inconsistencia.

Período de Expulsión

El período de expulsión estará en proporción con lo grave de la ofensa, la edad del estudiante y el grado, la frecuencia de la mala conducta y la actitud del estudiante y los requisitos legales.

La duración de la expulsión del estudiante será determinada individualmente, caso por caso. El período máximo de expulsión es de 12 meses (un año de calendario) con las siguientes excepciones, cuando el distrito determina que:

1. El estudiante amenaza la seguridad de los otros estudiantes o empleados del distrito, o
2. Una expulsión a largo plazo representa el mejor interés de dicho estudiante,

La ley federal y estatal requiere que un estudiante sea expulsado de su salón regular de clases por lo menos por un año de calendario (12 meses) por llevar a la escuela un arma de fuego según la definición de la ley federal. Sin embargo, el superintendente u otro administrador autorizado puede, dependiendo del caso, modificar el período de expulsión.

La expulsión de estudiantes al final del año escolar se continuará durante el siguiente año escolar hasta completar el período de expulsión.

Ausencia del Estudiante del Distrito Durante el Proceso

Cuando un estudiante que ha cometido un delito que requiere o permite su expulsión se ausenta del distrito antes de que la audiencia de su expulsión se lleve a cabo, el distrito escolar puede continuar el proceso y conducir la audiencia, después de notificar por escrito a los padres del estudiante.

Si dicho estudiante regresa durante el mismo año escolar o al año siguiente, el distrito podrá reactivar la orden de expulsión, descontando cualquier período de expulsión que el estudiante haya cumplido en otro distrito.

Si el administrador autorizado, o la Mesa Directiva no continúa con el proceso para la expulsión del estudiante cuando el estudiante se ausenta del distrito, el siguiente distrito en que el estudiante se inscribe puede completar el proceso de expulsión.

Mala Conducta Persistente

Si durante el período de expulsión el estudiante continúa cometiendo ofensas que ameritan el traslado a un DAEP o expulsión, el distrito puede iniciar un nuevo proceso y el administrador autorizado o la Mesa Directiva puede imponer una orden adicional de disciplina.

Restricciones Durante la Expulsión

Se les prohíbe a los estudiantes expulsados el acceso a la propiedad escolar o a las actividades patrocinadas por la escuela durante el período de expulsión.

El distrito no otorgará crédito académico a un estudiante durante el período de expulsión a menos que el estudiante esté inscrito en un Programa de Educación Alternativa del Sistema Jurídico Correccional de Menores (Juvenile Justice Alternative Education Program) u otro programa aprobado por el distrito.

Nuevos Estudiantes Inscritos

El distrito, decidirá, individualmente caso-por-caso, la colocación de un estudiante recién inscrito que está bajo una orden de expulsión de otro distrito o de alguna escuela charter abierta.

El distrito tiene la opción de continuar la expulsión de un estudiante recién inscrito que fue expulsado en otro estado, de acuerdo con los términos de la orden de expulsión; o colocar al estudiante en un DAEP por el período especificado en la orden de expulsión; o, colocar al estudiante en un salón de clase regular si:

1. El distrito en otro estado de los E.E.U.U. provee una copia de la orden de expulsión, y
2. La ofensa que ha resultado en expulsión es también una ofensa que amerita la expulsión (expellable offense) en el distrito en que dicho estudiante se ha inscrito.

Si un estudiante ha sido expulsado en otro estado por un período de más de un año y el distrito continúa la expulsión o coloca el estudiante en un DAEP, el distrito reducirá el período de expulsión o de traslado al DAEP a un máximo total de un año (12 meses) a menos que después de una evaluación, el distrito determine que:

1. El estudiante amenaza la seguridad de los otros estudiantes o empleados del distrito; o que
2. El largo plazo de la expulsión o DAEP representa el mejor interés para el estudiante.

Expulsión de Emergencia

Cuando ocurre una expulsión de emergencia, el estudiante recibirá una notificación oral explicando el motivo de su expulsión. La ley dicta que un estudiante expulsado tiene derecho a un proceso legal a más tardar dentro de los diez días siguientes a su expulsión.

Traslado al DAEP de Estudiantes Expulsados de la Escuela

El distrito tiene la opción de proporcionar servicios educativos a un estudiante expulsado que sea admitido en un DAEP; en el caso de un estudiante menor de 10 años, sin embargo, el distrito tiene la obligación de proporcionar los servicios educativos en el DAEP.

Glosario

Adjudicación diferida (deferred adjudication) es una alternativa a la prosecución en una corte de justicia, que se ofrece a un estudiante de 17 años o menos, por delincuencia juvenil o conducta que indique la necesidad de supervisión.

Amenaza terrorista (terroristic threat) ocurre cuando una persona amenaza con cometer un delito que implique actos de violencia contra otra persona o propiedad privada con la intención de:

1. Causar una reacción tipo emergencia en agencias u organizaciones preparadas para tal situación;
2. Amenazar a una persona con riesgo serio o inmediato de daño físico;
3. Impedir o interrumpir el acceso a un edificio, habitación, área para asambleas o juntas, áreas de acceso públicas; lugar de empleo o trabajo; avión, automóvil u otra forma de transporte; o cualquier otro lugar público; o
4. Averiar o impedir la función normal de medios de comunicación pública, de transporte público, del sistema de agua potable, gas o electricidad, u otros servicios públicos;
5. Alarmar al público o a un grupo de individuos con amenazas de riesgo serio o inmediato de daño físico; o
6. Influenciar la conducta o actividades de cualquier agencia del gobierno federal, estatal, o una subdivisión política del estado (incluyendo el distrito).

Ametralladora (machine gun) es un arma de fuego con la capacidad de disparar más de dos tiros automáticamente, sin tener que ser recargada manualmente y que se dispara oprimiendo el gatillo.

Arma de cañón corto (short-barrel firearm) es un rifle con un cañón de menos de 16 pulgadas o un arma de fuego (shotgun) con un cañón de menos de 18 pulgadas, o cualquier arma hecha de un rifle o un fusil modificado y que mide menos de 26 pulgadas de extensión.

Arma de puños (knuckles) son anillos o guarda-manos (guards) hechos de sustancias duras y especialmente diseñados o adaptados para infligir grave daño físico o causar la muerte de un individuo al golpearlo empuñando los anillos.

Arma explosiva (explosive weapon) es cualquier explosivo, artefacto o bomba incendiaria, granada, cohete, o mina diseñada, hecha o adaptada con el propósito de infligir grave daño físico o causar la muerte de un individuo; o destruir o hacer daños graves a la propiedad de un individuo; o que tiene la intención principal de causar ruido y pánico en el público.

Arma zip (zip gun) es un artefacto o combinación de artefactos que sin ser arma de fuego originalmente, es adaptado para expulsar proyectiles por medio de un o cañón o conducto artillero (barrel) con un canal (smooth-bore, rifled-bore) adaptado para utilizar la energía de una explosión o de una sustancia combustible.

Asalto (assault) definido bajo el Código Penal del Estado de Texas 22.01(a)(1), un asalto es cometido si el malhechor en forma intencional, premeditada, irresponsable, o imprudente ha causado daño físico a otra persona.

Bajo la influencia (under the influence) es un término que describe el estado subnormal (incapacitación) del uso de las facultades mentales o físicas de una persona. La incapacitación o el estado subnormal de las facultades físicas o mentales de una persona se evidencian por un patrón de comportamiento errático y/o la presencia de síntomas físicos atribuidos al uso de drogas o de alcohol. Aún cuando el estudiante no esté en estado de intoxicación legal (legally intoxicated), si está “bajo la influencia” puede ser sujeto a acción disciplinaria.

Conducta delictiva o delincuencia (delinquent conduct) es aquella que viola la ley estatal o federal y es sancionable por encarcelamiento en un reclusorio o cárcel. Se clasifica también como delincuencia el comportamiento que viola cualquier orden del tribunal de menores, inclusive de ordenanzas de libertad condicional (probation orders). Se hace notar que los actos de conducta delictiva no incluyen infracciones de leyes de tránsito.

Conducta con consecuencias letales o muerte (deadly conduct) ocurre cuando una persona comete una acción temeraria que pone a alguien en peligro de grave daño físico, como intencionalmente descargar un arma de fuego en la dirección de un individuo, una habitación, un edificio, o un vehículo.

Creencia razonable (reasonable belief) se define como una determinación que el superintendente o el personal designado hace basándose en información disponible, incluyendo información provista bajo Artículo 15.27 del Código de Procedimientos Criminales (Code of Criminal Procedure).

Defensa propia o legítima (self-defense) es usar la fuerza de manera razonable contra otro individuo cuando el

uso de la fuerza es necesario para protección propia.

Delitos incendiarios (arson) ocurren cuando una persona comienza un incendio, o usa fuego para causar una explosión con el propósito de hacer daño o destruir:

1. Cualquier vegetación, barda, estructura/edificio en espacios abiertos o al aire libre; o
2. Cualquier edificio, habitación, o vehículo con el conocimiento de que éste:
 - a. Se encuentra dentro de los límites de una ciudad o pueblo incorporado;
 - b. Está asegurado contra daños o destrucción;
 - c. Está sujeto a amortiguación u otro interés de seguros;
 - d. Está situado en la propiedad perteneciente a otra persona;
 - e. Está situado dentro de la propiedad perteneciente a otra persona; o
 - f. Puede poner en peligro, de manera insensata e irresponsable, la vida y propiedad de otros.

Discrecional significa que ofrece opciones sobre las que una persona o entidad autorizada puede tomar decisiones.

Enjuiciamiento o prosecución diferida (deferred prosecution) puede ser ofrecida a un menor de edad (juvenile) en lugar de una condena legal de la corte por conducta delictiva o conducta que requiere supervisión.

Falsa Alarma o Reporte ocurre cuando una persona inicia, comunica o circula un informe falso de una bomba, fuego, ofensa, u otra emergencia pasada, presente, o por suceder, sabiendo que el informe es falso y que bajo circunstancias ordinarias:

1. Causaría la acción de un oficial o agencia voluntaria organizada para controlar emergencias;
2. Causaría miedo del riesgo de grave daño físico; o
3. Impediría o interrumpiría el uso de un edificio, habitación, o lugar para asambleas.

Garrote (club) es cualquier instrumento especialmente diseñado, hecho o adaptado con el propósito de golpear e infligir grave daño corporal o causar la muerte de un individuo. En la misma categoría se encuentran palos (blackjack, nightstick), aerosol cápsico (mace) o hachas (tomahawk).

Graffiti hacer un graffiti es hacer marcas o dibujos con pintura aerosol o con un marcador indeleble en bienes tangibles o propiedad ajena sin el consentimiento del dueño. Estas marcas pueden incluir inscripciones o tallado, lemas, dibujos o pinturas artísticas.

Conducta hostil, Intimidar (bullying) es una expresión abusiva escrita u oral o conducta física que la Mesa Directiva del distrito o la persona autorizada determina que:

1. Causa daños físicos a un estudiante, o daña la propiedad del estudiante, o hace que el estudiante tema daños a su persona, o daños a su propiedad; o
2. Es tan severa persistente o generalizada e que interfiere con el ambiente educativo necesario en la escuela.

Instrumentos/artefactos para dispensar sustancias químicas (chemical dispensing device) son instrumentos (aparte de pequeños dispositivos comerciales para protección personal) especialmente diseñados, hechos o adaptados para hacer daño ya sea fisiológico o psicológico a otro ser humano.

Lista de víctimas (hit list) es una lista de personas identificadas con el propósito de hacerles daño con armas de fuego, cuchillo/navaja, o con algún otro objeto que cause daño físico.

Mala conducta persistente consiste en dos o más infracciones del Código en general. Repetidas ocurrencias de la misma infracción.

Munición perforadora de metales (armor piercing ammunition) son balas para armas manuales (handgun ammunition) diseñadas con el propósito de penetrar metal o blindaje protector y utilizadas principalmente como pistolas o revólveres.

Hostilidad de graves consecuencias (harassment) es:

1. Conducta definida como “harassment” en las normas del distrito DIA(LOCAL) y FFH(LOCAL); o
2. Comportamiento que amenaza con daños físicos a otro estudiante, con intimidación sexual, que causa daños físicos a la propiedad de otro estudiante, que somete a otro estudiante a confinamiento o reclusión física, o que maliciosamente causa daños substanciales a la salud física o emocional, o afecta la sensación de seguridad de otro estudiante.

Navaja (switchblade) es cualquier cuchillo con una hoja que se dobla, cierra, o se retrae dentro de un mango o empuñadura (handle, sheath) y que automáticamente se abre al oprimir un botón o se activa por la fuerza centrífuga o de gravedad.

Novatadas (hazing) hacer novatadas incluye actos intencionales, irresponsables o imprudentes cometidos ya sea dentro o fuera del plantel escolar, por una persona independientemente o en colaboración con otros, dirigi

dos contra un estudiante, que ponen en peligro la salud mental, física o la seguridad de un estudiante que desea iniciarse como miembro, o afiliarse, o asumir un cargo, u obtener membresía en cierta organización.

Obligatorio es algo requerido u ordenado por la autoridad apropiada.

Ofensas bajo el Título 5 (Title 5 offenses) son aquellas que implican daño corporal e incluyen asesinato; secuestro; asalto sexual; reclusión ilegal, coerción, solicitar asociación o iniciación en pandillas que causan daños físicos a un niño; indecencia con un menor; daño a un menor, a un anciano o a una persona incapacitada; abandonar o poner en peligro a un menor; conducta con consecuencias fatales (deadly conduct); amenazas terroristas, complicidad en un suicidio; y falsificación de un producto de consumo.

Ofensas Graves (serious offenses) incluyen, pero no se limitan a las siguientes:

- Asesinato.
- Vandalismo.
- Robos y hurtos.
- Extorsión, coerción, chantaje.
- Conducta o acciones que esencialmente interrumpen o interfieren con las actividades escolares.
- Novatadas.
- Insubordinación.
- Lenguaje grosero, vulgar, o gestos obscenos.
- Peleas, abuso físico, o amenazas de violencia.
- Posesión o distribución de material pornográfico.
- Salir del plantel escolar sin permiso.
- Hostigamiento sexual de un estudiante o de un empleado del distrito.
- Posesión o conspiraciones para poseer explosivos o dispositivos para explosiones.
- Falsificación de récords, pases, u otros documentos relacionados con la escuela.
- Rechazo de la disciplina asignada por el maestro o el director de la escuela.

Parafernalia (paraphernalia) es cualquier instrumento utilizado para inhalar, ingerir, inyectar o de otra manera introducir una sustancia controlada (controlled substance) en el cuerpo humano.

Poseer (possession) se define como tener un objeto sobre la persona física, o entre los objetos de propiedad personal de un estudiante; la definición de “propiedad” incluye pero no se limita a: su ropa, bolsa o mochila; cualquier vehículo particular utilizado para su transporte personal a la escuela o a actividades escolares incluyendo, un automóvil, camión, motocicleta o bicicleta; u otra propiedad de la escuela para uso del estudiante, que incluye entre otras, sin limitarse, su casillero (locker), pupitre o escritorio.

Uso (use) es la introducción voluntaria dentro del cuerpo propio, por cualquier medio, de una sustancia prohibida.

IMPORTANT NUMBERS

SCHOOL PHONE NUMBERS

Sudan School: 227-2431
Administration Fax: 227-2146
High School Fax: 227-2121
Field House Fax: 227-2261
SCoReNet/ITV Fax: 227-2443
Interior ITV Lab Fax: 227-2208
Interior ITV Lab Phone: 227-2208

SCHOOL ADDRESSES

Administration: PO Box 249
High School: PO Box 659
Elementary: PO Box 659
Tax Office: PO Box 479
Zip Code: 79371

EXTENSION NUMBERS

ROOM 103	COMPUTER	103
T. SCISSON	BUSINESS	110
B. LOWRANCE	SUPERINTENDENT	111
L. GONZALES	H.S. SECRETARY	112
B. DAVIS	H.S. PRINCIPAL	113
R. WILLINGHAM	COUNSELOR	114
H.S. TEACHERS	H.S. INNER OFFICE	115
K.. CARR	AG SHOP	116
E. TROYER	BAND	117
J. HARRIS	KITCHEN	118
M. SCISSON	INDUSTRIAL ARTS	119
J. COOPER	GIRLS COACH	120
M. WARREN	BOYS BB COACH	121
S. RICHARDS	NURSE	122
B. LANCE	ELEM. PRINCIPAL	123
L. GIPSON	ELEM. WORKROOM	124
J. ROBERTSON	TECHNOLOGY	125
V. STOUT	SUPT. SECRETARY	128
C. LEGG	ELEM. WORKROOM	129
M. FURGESON	ASST. TECH.	130
P. FORD	TAX OFFICE	131
C. SAIN	JOURNALISM	132
L. WHITLEY	HOME ECONOMICS	133
K. RICHARDS	MAINTENANCE	134
T. NANCE	ELEM. LIBRARY	135
M. HARPER	H. S. LIBRARY	136
C. LEGG	BUS BARN	140
B. DAVIS	AUTO MECHANICS	141
S. GUNTER	FIELD HOUSE	142
HEAD START	HEAD START	143
ISS	ISS	144
D.J./SCORENET	ITV LAB 2	145
P. FORD	OPERATOR	200

UIL

(University Interscholastic League)

The University Interscholastic League was created by The University of Texas at Austin to provide leadership and guidance to public school debate and athletic teachers. Since 1909 the UIL has grown into the largest inter-school organization of its kind in the world.

The voluntary-membership, non-profit organization exists to provide educational extracurricular academic, athletic, and music contests. The initials UIL have come to represent quality educational competition administered by school people on an equitable basis.

The purpose of the UIL is to organize and properly supervise contests that assist in preparing students for citizenship. It aims to provide healthy, character building, educational activities carried out under rules providing for good sportsmanship and fair play for all participants.

Sensible organized competition under proper controls has demonstrated its value and has furnished inspiration to talented students for many years. The UIL does not provide a contest for every student but does fill the need for those with the physical and intellectual capacity to excel in activities beyond the classroom. The UIL has the active support of most of the school executives, teachers, and citizens in Texas.

The following Sudan ISD teachers serve as coaches for these high school UIL literary events:

Cynthia King	Accounting & Computer Applications
Scott Harrell	Social Studies & Current Events
Belinda Steinbock	Science
Annetta Gaasch	Literary Criticism
MaryEllen Robertson	Spelling & Ready Writing
Jonathan Robertson	One Act Play, LD Debate, CX Debate, Computer Science
Bill Davis	Number Sense
Jana Synatschk	Calculator
Dyke Gaston	Mathematics
Cheri Sain	Persuasive Speaking, Informative Speaking, Editorial Writing, News Writing, Feature Writing, Headline Writing, Prose Interpretation, & Poetry Interpretation