

FRIENDSWOOD HIGH SCHOOL

MUSTANG MANUAL

2017-2018



THE POWER OF EDUCATION: PROUD PAST- INNOVATIVE FUTURE

A HANDBOOK FOR STUDENTS AND PARENTS

FRIENDSWOOD HIGH SCHOOL MUSTANG MANUAL



SCHOOL COLORS

Blue and White

MASCOT

Mustang

ALMA MATER

Hail Friendswood High School, stalwart and true

We pledge allegiance and faith in you

For Friendswood High School with loyalty

We'll honor blue and white for eternity

<http://myfisd.com/hs/>

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MISSION STATEMENT

FRIENDSWOOD HIGH SCHOOL

**It is the mission and purpose
of Friendswood High School
to facilitate development of each student
to meet the needs of a dynamic, changing world.**

District Vision

“Leading to Achieve Excellence”

The contents of this handbook are not contractual, and do not give rise to a claim of breach of contract against the school district. Further, the contents now appearing in the handbook may be amended in the future.

The Friendswood Independent School District is an equal opportunity employer and offers equal education opportunities, as requested by the Title IV of the civil Rights Act of 1964, as amended, Title IX of the education amendments of 1972, the Age Discrimination Act of 1975, as amended, and section 504 of the Rehabilitation Act of 1973, as amended. The Friendswood Independent School District does not discriminate on the basis of race, color, religion, sex, age, national origin, or handicapping condition in the employment, assignment and promotion of personnel nor in the admission of students to any educational program or activity, except as may be authorized by law or regulations. The Friendswood Independent School District will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all educational and vocational programs.

Bell Schedules

REGULAR

8:45-9:35..... First
9:42-10:32..... Second
10:39-11:32 (+3 minutes for announcements, pledge, moment of silence) Third

(11:32-12:02) 4-Lunch	12:09-12:59 4 B	1:06-1:56 5 B
11:39-12:29 4 A	(12:29-12:59) 5-Lunch	1:06-1:56 5 B
11:39-12:29 4 A	12:36-1:26 5 A	(1:26-1:56) 5 C-Lunch

2:03-2:53..... Sixth
3:00-3:50..... Seventh

MORNING PEP RALLY

8:35-8:59..... Pep Rally, Girls Gym
9:06-9:54..... First
10:01-10:49..... Second
10:56-11:45 (+1 minutes pledge/moment of silence -no announcements) Third

(11:45-12:10) 4-Lunch	12:17-1:05 4 B	1:12-2:00 5 B
11:52-12:40 4 A	(12:40-1:05) 5-Lunch	1:12-2:00 5 B
11:52-12:40 4 A	12:47-1:35 5 A	(1:35-2:00) 5 C-Lunch

2:07-2:55..... Sixth
3:02-3:50..... Seventh

REGULAR HOMEROOM

8:45-9:33 First
9:40-10:29 (+1 minutes pledge/moment of silence -no announcements) Second
10:36-11:24..... Third
11:31-11:45..... Homeroom

(11:45-12:10) 4-Lunch	12:17-1:05 4 B	1:12-2:00 5 B
11:52-12:40 4 A	(12:40-1:05) 5-Lunch	1:12-2:00 5 B
11:52-12:40 4 A	12:47-1:35 5 A	1:35-2:00) 5 C-Lunch

2:07-2:55..... Sixth
3:02-3:50..... Seventh

3rd PERIOD FULL EXTENSION

8:45-9:33 First
9:40-10:29 (+1 minutes pledge/moment of silence -no announcements) Second
10:36-11:24..... Third
11:24-11:45..... Third Extension

(11:45-12:10) 4-Lunch	12:17-1:05 4 B	1:12-2:00 5 B
11:52-12:40 4 A	(12:40-1:05) 5-Lunch	1:12-2:00 5 B
11:52-12:40 4 A	12:47-1:35 5 A	(1:35-2:00) 5 C-Lunch

2:07-2:55..... Sixth
3:02-3:50..... Seventh

REGULAR - with 10 min extension - No announcements

8:45-9:34..... First
9:41-10:30..... Second
10:37-11:36 (+10 minutes, pledge, moment of silence, activities) Third

(11:36-12:06) 4-Lunch	12:13-1:02 4 B	1:09-1:58 5 B
11:43-12:32 4 A	(12:32-1:02) 5-Lunch	1:09-1:58 5 B
11:43-12:32 4 A	12:39-1:28 5 A	1:28-1:58) 5 C-Lunch

2:05-2:54..... Sixth
3:01-3:50..... Seventh

ASSEMBLY SCHEDULE A – No MCS

8:45-9:28..... First
9:35-10:18 (pledge, moment of silence – no announcements) Second
10:25-11:08..... Third
11:15-12:05..... Assembly

(12:05-12:30) 4-Lunch	12:37-1:20 4 B	1:27-2:10 5 B
12:12-12:55 4 A	(12:55-1:20) 5-Lunch	1:27-2:10 5 B
12:12-12:55 4 A	1:02-1:45 5 A	(1:45-2:10) 5 C-Lunch

2:17-3:00..... Sixth
3:07-3:50..... Seventh

ASSEMBLY SCHEDULE B – No MCS

8:45-9:27..... First
9:34-10:16 (pledge, moment of silence – no announcements) Second
10:23-11:13 Third A Assembly
11:19-12:09 Third B Assembly

(12:09-12:34) 4-Lunch	12:41-1:23 4 B	1:30-2:12 5 B
12:16-12:58 4 A	(12:58-1:23) 5-Lunch	1:30-2:12 5 B
12:16-12:58 4 A	1:05-1:47 5 A	(1:47-2:12) 5 C-Lunch

2:19-3:01 Sixth
3:08-3:50 Seventh

() denotes lunch time

TEACHERS ARE EXPECTED TO BE ON DUTY FROM 8:00 TO 4:00 DAILY

Friendswood High School Parental Involvement Policy

The FHS community recognizes a child's education is a responsibility shared by the school and family during the entire period the child spends in school. To support the goal of the school to educate all students effectively, the school and parents must work as knowledgeable partners. Although parents are diverse in culture, language, and needs, they share the school's commitment to the education success of their children.

This school in collaboration with parents shall establish programs and practices that enhance parent involvement and reflect the specific needs of students and their families.

To this end, the FHS community supports the development, implementation, and regular evaluation of a parent involvement program, which will involve parents at all grade levels in a variety of roles. The parent involvement programs will be comprehensive and coordinated in nature. They will include, but not be limited to, the following components of successful parent involvement programs:

- Communication between home and school is regular, two-way, and meaningful.
- Responsible parenting is promoted and supported.
- Parents play an integral role in assisting student learning.
- Parents are welcome in the school, and their support and assistance are actively sought.
- Parents are full partners in the decisions that affect children and families.
- Community resources are made available to strengthen school programs, family practices, and student learning.
- Parents will be involved in the process of setting goals, determining practice and making decisions through representation in the Campus Improvement Committee.

The schools support professional development opportunities for staff members to enhance understanding of effective parent involvement strategies. The schools also recognize the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation. The staff of FHS believes that engaging parents is essential to improved student achievement and is committed to this goal.

FRIENDSWOOD INDEPENDENT SCHOOL DISTRICT NOTICE OF PARENT AND STUDENT RIGHTS FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT, 20 U.S.C. SEC 1232G

The Friendswood School District maintains general education records required by law. A student's school records are private and are protected from unauthorized inspection or use. A cumulative record is maintained for each student from the time the student enters the District until the student withdraws or graduates. This record moves with the student from school to school. By law, both parents, whether married, separated, or divorced, have access to the records of a student who is a minor or a dependent for tax purposes. A parent whose rights have been legally terminated will be denied access to the records if the school is given a copy of the court order termination of these rights.

The principal is custodian of all records for currently enrolled students at the assigned school. The Superintendent is the custodian of all records for students who have withdrawn or graduated. Records may be reviewed during regular school business hours. The record custodian or designee will respond to reasonable requests for explanation and interpretation of the records. The address of the Superintendent's office is: 302 Laurel Drive, Friendswood, Texas 77546. The address of the principals' offices are: Cline Primary, 505 Briar Meadow; Westwood Elementary, 506 W. Edgewood; Bales Intermediate, 211 Stadium Lane; Windsong Intermediate, 2100 West Parkwood; Friendswood Junior High, 1000 Manison Pkwy.; Friendswood High School, 702 Greenbriar.

Parent of a minor or a student who is dependent for tax purposes, the student (if 18 or older), and school officials with

legitimate educational interests are the only persons who have general access to a student's records. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the District's Board of Trustees; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, therapist or School Resource Officer); a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks; or employees, agents of cooperatives of which the District is a member, or of facilities with which the District contracts for placement of handicapped students, as well as their attorneys and consultants, who are (1) working with the student; (2) considering disciplinary or academic actions, the student's case, or a handicapped student's individual education plan (IEP); (3) compiling statistical data; or (4) investigating or evaluating programs. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Certain other officials from various governmental agencies may have limited access to the records. The District forwards a student's records on request to a school in which a student seeks or intends to enroll without the necessity of the parent's permission. Parental consent is required to release the records to anyone else unless the District has received a validly issued subpoena or court order, or if another exception contained in FERPA applies. When the student reaches 18 years of age, the right to consent to release records transfers to the student.

The parent's or 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 on a student that are shared only with a substitute teacher and records that only contain information about an individual after he or she is no longer a student in the district do not have to be made available to the parents or students.

Students over 18 and parents of minor students may inspect the student's records and request a correction if the records are inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. If the District refuses the request to amend the records, 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, parents and students are not allowed to contest a student's grade in a course through this process. Parent or students have the right to file a complaint with the U.S. Department of Education if they believe the District is not in compliance with the law regarding student records.

Copies of student's records are available at a cost of \$.10 per page, payable in advance. Parents may be denied copies of a student's records (1) after the student reaches age 18 and is no longer a dependent for tax purposes; (2) when the student is attending an institution of postsecondary education; (3) if the parent fails to follow proper procedures and pay the copying charge; or (4) when the District is given a copy of a court order terminating the parental rights. If the student qualifies for free or reduced-price lunches and the parents are unable to view the records during regular school hours, upon written request of the parent, one copy of the record will be provided at no charge.

Certain information about district students is considered directory information and will be released to anyone who follows procedures for requesting it, unless the parent objects to the release of any or all directory information about the child. This objection must be made in writing to the principal within ten school days after the issuance of this notice. Directory information includes: a student's name, address, telephone number, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams and dates of attendance, awards received in school, and most recent previous school attended. The district's complete policy regarding student records is available from the Principal's or superintendent's office.

Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

THE INFORMATION IN THIS NOTICE SHOULD BE TRANSLATED FOR, OR EXPLAINED TO, THE PARENTS OF STUDENTS WHOSE PRIMARY OR HOME LANGUAGE IS NOT ENGLISH.

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

• *Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)–*

- Political affiliations or beliefs of the student or student's parent;

- Mental or psychological problems of the student or student’s family;
- Sex behavior or attitudes;
- Illegal, antisocial, self-incriminating, or demeaning behavior;
- Critical appraisals of others with whom respondents have close family relationships;
- Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
- Religious practices, affiliations, or beliefs of the student or parents; or
- Income, other than as required by law to determine program eligibility.

•*Receive notice and an opportunity to opt a student out of –*

- Any other protected information survey, regardless of funding;
- Any nonemergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
- Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

•*Inspect, upon request and before administration or use –*

- Protected information surveys of students;
- Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
- Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

Friendswood ISD has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Friendswood ISD will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Friendswood ISD will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. Friendswood ISD will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any nonemergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
 U.S. Department of Education
 400 Maryland Avenue, SW
 Washington, D.C. 20202-5901

FOREWORD

TO PARENTS

In order for a student to maximize their academic success at FHS, four key components should be considered:

1. Student motivation
2. Home study and homework
3. Regular and punctual attendance
4. Open and continuing communication among parents, students, and teachers

Student motivation begins at home and can be facilitated to some extent by programs available at FHS. A student's attitude is an integral part of his/her ability to succeed and your involvement in this aspect of the process is extremely important.

The amount of homework varies greatly, from course to course and from day to day. It is reasonable to assume most students will have homework most nights. You can contribute greatly to your young person's success in school by providing for home study.

Regular and punctual attendance is of inestimable importance to success in school; therefore, your first concern should be that your daughter/son attends school every day. Permitting a young person to be absent from school unnecessarily not only places a handicap upon the student's opportunity to succeed in his/her studies, but also encourages poor attitudes toward work and obligations.

With regular attendance, home study, and a good attitude, your young person is indeed poised for success. The fourth component is essential, that of communication between home and school, and it is with that in mind this handbook has been developed. Information for you and your student has been gathered and condensed as much as possible. Being familiar with policies, procedures, opportunities and expectations of FHS will ensure a positive academic experience for your young person.

You are welcome at FHS. Your interest and presence at school functions will have a profound, positive effect on your student and on the school as a whole.

TO STUDENTS

This handbook of information about FHS is planned to serve as a guidebook to the students who come to this school. The handbook will prove to be a source of information, which you will learn to refer to when questions arise concerning school.

We want *YOU* to feel that this is *YOUR* school and take part accordingly. To become a good citizen in any group, one must have knowledge of the rules under which he works and plays, and then live according to these rules.

STANDARDS OF STUDENT CONDUCT

Students and parents also need to be familiar with the Standards of Student Conduct. The Standards of Student Conduct, which sets out the consequences for wrong or inappropriate behavior, is required by state law and is intended to promote school safety.

GENERAL INFORMATION

REGISTRATION AND ENROLLMENT

Course selection will be held in the spring for the following year for students enrolled in FHS. Information gained in this way will be used to organize the schedule of classes for the following year. Final enrollment and the other necessary procedures related to the opening of school will be conducted during August.

COUNSELING INFORMATION

COUNSELING AND GUIDANCE SERVICES

Counselors provide an array of services for students. They offer individual counseling, as well as academic planning and guidance.

CONFERENCES WITH COUNSELORS

A student wishing to see a counselor may leave his/her name with the counselor's assistant. The counselor will then send for the student during the school day. A student may also ask permission of his/her teacher to see the counselor during the school day.

OBJECTIVE TESTING

As a continuation of the testing program of the school system, the student is given various objective tests throughout the high school period. The aptitude, achievement, diagnostic, and interest tests are given so counselors and teachers will have more information concerning each student and can more effectively help the student to achieve his/her best. The student may ask for an individual interpretation of his/her results by arranging a conference with his/her counselor.

Tests currently given:

- The Preliminary Scholastic Aptitude Test (PSAT) is given to all Sophomores and Juniors (unless exempted) and Freshman enrolled in Algebra II.
- The State of Texas Assessments of Academic Readiness (STAAR) End of Course (EOC) is administered in 5 subject areas: English I, English II, Algebra I, Biology, and US History. This assessment is offered three times during a calendar year: Spring, Summer and Fall. The tests must be passed as a requirement for graduation from a Texas Public School.
- There are various interest/aptitude exams available for students through Naviance.

ORIENTATION

An orientation meeting is held at the high school for freshman or new to district students at the beginning of the fall semester. This meeting includes information about requirements for graduation, attendance, conduct, and tips on success in high school.

SCHOLARSHIP INFORMATION

Scholarship information is available in the Counseling Center and can be viewed online through Naviance ("Colleges" Tab).

POST-HIGH SCHOOL EDUCATIONAL PLANNING

Choice of a college, technical school or other institution of learning is a matter of real importance, not only to the prospective student but also to his/her parents. The choice is one which calls for close cooperation between the home and the school; and since many personal factors are involved, each student should begin early to consider what he/she desires after high school. He/She may then direct his/her efforts so he/she not only will be admitted but also will be prepared to accept the advantages that his/her selection has to offer.

Information from various sources is essential in making an intelligent choice. The counselors arrange a College Night where college representatives from many schools, colleges, universities, and armed services provide information for students and parents. There is also information for colleges and universities available within Naviance.

Many colleges operate on a "competitive" basis; they select their students from those offering the best high-school records. Minimum course requirements alone rarely ensure admission. Colleges usually base acceptance on the following points:

- College Entrance Test Scores (SAT or ACT)
- The four-year scholastic record and class rank
- Recommendations of teachers and others
- Extracurricular activities

- Difficulty of courses taken by the student (Pre-AP & AP courses)

SELECTIVE SERVICE SYSTEM

All young men in Texas are to register with the Selective Service System upon reaching the age 18. Male students should complete registration within 30 days of their eighteenth birthday. Failure to register is a felony, punishable by a fine up to \$250,000 and/or five years in jail. Registration forms may be picked up from the registrar in the Counseling Center, or registration may be done via the internet at:

Selective Service and the Internet

<http://www.sss.gov>

Click on "Register Online Now" icon.

COURSE SELECTION AND SCHEDULE CHANGES

Every year students register for classes that they will need the following year. **It is important for students to plan their choices carefully because class size and staffing decisions will be determined from their choices.** Choose your courses with this in mind because **there will be no schedule changes other than errors in scheduling.** Every effort will be made to schedule requested courses.

TEKS BASED INSTRUCTION

Friendswood High School courses are guided by Texas Essential Knowledge and Skills (TEKS). **Class changes which result in gaps in the TEKS will not be approved.** Semester credit cannot be gained unless the opportunity to meet all TEKS for a specific course is present.

SCHEDULE CHANGES ONCE ENROLLED IN A CLASS

Schedule changes for a valid reason will be allowed only until the 10th day of class. A valid reason includes the following: class not requested on course sheet (except when student did not list any alternatives), wrong course number was written on course sheet, or student already has credit for the class.

LEVEL CHANGES – PRE-AP/AP

There will be no schedule changes out of Pre-AP or AP until the end of the first nine-week grading period. When there is no appropriate level to move down to, students in Pre-AP or AP classes **must stay until the end of the semester.** The grade earned in the Pre-AP or AP course will be transferred to the regular course. Changes must be made within a 10-day window after the end of the first nine weeks. In the second semester, changes must be made within five days after the report card is issued.

CONFERENCES WITH TEACHERS

When parents feel it advisable to contact teachers personally, they are asked to leave their telephone numbers with the receptionist or on the teacher's voice mail in order that the teacher may return the call later. In high school, teachers are provided with a conference period, when they are not in class or assigned other duties. This period is used for meetings, conferences of various kinds, preparation of materials, and occasional make-up tests for students, etc. Teachers appreciate a parent's telephoning rather than requesting a conference, if the matter can be satisfactorily handled by telephone. Parents may also email teachers directly. Personal conferences are welcomed if the telephone conversation has not proved adequate.

MUSTANG APPS TUTORING

Teachers are available to help students during their documented tutorial times, weekly, and any student having difficulty with his/her work is urged to take advantage of this opportunity to receive extra help. Students may schedule more tutorial sessions with their teachers. Information concerning these sessions (teachers, rooms, times, etc.) is available in the counseling center and on the high school website.

Mustang Apps is the school-wide tutoring program after school. Mustang Apps is held in the library from 3:50-4:30 p.m. Students needing to complete detentions should report to Mustang Apps. Once they have reported, they can go to a tutorial with a teacher in a course they need assistance. Teachers offering regular tutorials are listed on the website and on the Mustang Apps posters around the school. Each department has paid tutors during the week for students to use.

TEST DAYS

Monday: Fine Arts/ Career Tech/World Lang./Science

Tuesday: English/SS/Health/P.E./Career Tech

Wednesday: Science/Fine Arts/Math

Thursday: SS/World Lang./Science

Friday: Health/P.E./Math/English

WITHDRAWALS

The parent or guardian must be present to sign forms and withdraw a student. On the day of withdrawal, the student should go to the registrar's office and get a copy of the Student Withdrawal Form. He/she should report to his/her teachers, librarian, nurse, assistant principal, attendance clerk, counselor and bookkeeper for appropriate signatures. Teachers will sign the withdrawal form and enter the grade and return textbooks to the library. It is recommended the student clean out his/her locker prior to getting signatures so all books can be turned in at the same time. The bookkeeper and registrar will be the last two to sign this form in order to verify that all financial obligations are met.

ATTENDANCE AND PUNCTUALITY

Texas state law requires children between the ages of 6 and 18 attend school each school day for the entire period the program of instruction is provided. A person who voluntarily enrolls in school or voluntarily attends school after 18th birthday shall also attend school each school day for entire period the program of instruction is provided. Additionally, regular attendance is necessary if satisfactory schoolwork is to be done. Pupils should not stay out of school for trivial reasons. The education of youth is far too important to be put in second place. The school is held accountable for students residing within its district boundaries and must submit reports of attendance regularly to the Texas Education Agency.

Parent's need only to notify the school of his/her student's attendance if the student will be/has been absent for 3 or more days consecutively. **Friendswood High School: 281-482-3413 ext. 6537 or 6538.**

If a student's absence is not reported, the parents will be contacted by phone. Calls are made both during the school day and in the evening to the student's home between 6pm and 9pm.

Following ANY absence from school, the student must bring a written statement from the parent, medical professional or court explaining the absence. The written statement must be presented to the attendance office within three (3) days of the student's return to school. Notes turned in after the three-day limit will be dated and kept on file, but the absence will remain unexcused unless the principal gives his/her approval to accept the note late because of extenuating circumstances. It is both a state and local requirement that these statements (notes) are kept on file. A student who misses **more than three consecutive days** of school due to any illness or injury **MUST** present a statement from the physician or health clinic verifying the illness or other condition requiring the student's extended absence from school. If a student misses class due to a medical appointment, the student must bring documentation from the doctor's office stating the date and time of the student's visit upon the student's return to school. If a student checks out of school through the nurse's office and misses more than the remainder of that day, he/she must bring a note to the attendance office regarding the absence.

Students must check in and out through the attendance office. Students arriving after classes have begun must sign in through the attendance office. Students leaving before his/her classes are over must check out with the attendance office. Failure to check in and out properly may result in disciplinary action being assigned.

THE ATTENDANCE OFFICE WILL NOT DELIVER MESSAGES TO STUDENTS UNLESS APPROVED BY AN ADMINISTRATOR

State law requires a student be in attendance at least 90% of the time that a class is offered. If a student does not meet the attendance requirement, credit will be denied. Furthermore, by state law, your student may not participate in co-curricular activities, receive a proof of enrollment to take driver's education, or receive or renew a driver's license without completing make-up hours.

The parent and student will be notified in writing when a student has accumulated excessive absences. Parents will receive a notice through the mail. Parents are advised to call the attendance office if they are unaware of the number of absences that their child has accumulated. Parents are welcome to come to the school or call to check on their child's attendance record at any time. Parents may also view attendance online at Parent Connection.

ABSENCES

See Standards of Student Conduct

SKIPPING CLASS

See Standards of Student Conduct

TRUANCY/FAILING TO ATTEND SCHOOL

See Standards of Student Conduct for violations of compulsory school attendance laws of truancy.

TESTING DAYS

In order to maintain a quiet and secure testing environment, parents are requested to only check out students for doctor's appointments or funerals. Checking students out for unnecessary reasons leads to interruptions in classrooms and excessive students in the hallways. This applies to ALL students, whether taking EOC or not. We thank you in advance for your help.

TARDIES

On the 4th tardy to one class, a student may be referred to the office for disciplinary action. Every three tardies to a period will count as an absence in that period.

TRIPS

If a student is leaving on a trip with parents, that student must have a parental note approved by the principal. This note is then sent to all teachers and it becomes the student's responsibility to ask the teacher for assignments and make up work.

MARRIED STUDENTS AND COMPULSORY ATTENDANCE

Although students who are married are legally adults, this fact does not mean they are not legally required to attend school until they are age 18. Recent changes to the laws on how schools enforce compulsory attendance give us the authority to file charges directly against students who are married, have not graduated from high school, and do not attend school. We will work aggressively with local authorities to make sure all students who are within compulsory attendance requirements come to school.

HOMEWORK POLICY

Friendswood High School believes homework is an integral part of the school program. Homework is appropriate to reinforce classroom learning; to practice previously learned skills; to finish class work; to pre-read instructional materials; and to collaborate, complete special research/writing projects, activities or papers. It is the student's responsibility to keep up with assignments if absent for any reason.

Effective homework assignments do not just supplement the classroom lesson; they also teach students to be independent learners. Homework should give students experience in following directions, making judgments and comparisons, raising additional questions for study, and developing responsibility and self-discipline. Homework should be relevant to the course and actively engage the students.

Homework can be a necessary part of the instructional process which begins in the classroom, extends into the home, and provides a way for parents/guardians to become aware of the instructional program and their child's educational program. Parental involvement would include: setting up a consistent organized place for homework to be done; establishing a consistent schedule for completing homework; and encouraging, motivating, and prompting the child. Parents should not sit and do the homework for their students.

MAKING UP WORK MISSED

Every teacher is willing to help a student make up as much work as possible that was missed because of an absence. It should be kept in mind, however, that a student couldn't completely make up a day missed from school, regardless of the willingness of all persons involved. It is the responsibility of each child to make up work missed because of absence. He/she should consult with the teachers to find a convenient time at which this work may be done. A student has as many days to make-up work as he/she was absent but a maximum of five days. Example: If a student is absent on Friday all makeup work must be turned in on or by Tuesday. If a student is absent six days or more all make-up work must be completed within five school days of his/her return. Otherwise, no credit will be given for the assignment in question. Work which has been assigned prior to the student's absence is due upon return. However, work will not be called for the day the student returns if he/she was not in school for the assignment. The teacher may request work be made up at any time during the five-day make-up period. Students shall receive a zero for any assignment or test not made.

TESTS

Students shall be permitted to take tests administered in any class missed because of absence. 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 shall be responsible for obtaining and completing the make-up work in a satisfactory manner and within the time specified by the teacher.

LATE PROJECTS

Teachers will occasionally make a long-term major assignment with a designated due date. When this is the case, students must make arrangements, even if absent the date due, to have the work turned in to the teacher by 3:45 p.m. the afternoon when due. Teachers may assign a late penalty to any project turned in after the due date in accordance with previously established guidelines approved by the principal and disseminated to students.

Absence excuses should be brought to the attendance office BEFORE SCHOOL STARTS on the day the student returns to school. Occasionally students will miss class due to school business. Since these absences are usually known and scheduled in advance, students should make up work prior to missing. If this is not possible, then students must be prepared to turn in the missed assignment upon the return to the class.

SUSPENSION

The District shall not impose a grade penalty for make-up work after an absence because of a suspension.

FINAL EXEMPTIONS

There are three types of exemptions students may earn at FHS. Standard exemptions may be earned in any course and are determined by grades, attendance, and discipline. EOC exemptions may be earned in the courses tested and are based on performance on the EOC tests. AP Exemptions may be earned by students enrolled in Advanced Placement classes. Students may not exempt the same class in the fall and spring except for the Advanced: Level III EOC exemption.

With principal approval, a teacher has the option to deny any exemption for a student.

1. STANDARD EXEMPTIONS – exemptions based on grades, attendance, and discipline
 - A. Number of Standard Exemptions
 - Seniors – 3 per semester
 - Juniors – 2 per semester
 - Sophomores – 1 per semester
 - Freshmen – none
 - B. Qualifications for Standard Exemptions
 1. Student must be classified a Senior, Junior or Sophomore.
 2. Student must have grade of 90 or better and no more than 3 absences.
 3. Student must have a grade of 80-89 and no more than 2 absences.Each class period stands alone for attendance. Three tardies to a class equals one absence for exemption purposes. All absences count regardless of the situation with the exception of previously approved college campus visits for seniors and juniors.
 - C. Loss of Standard Exemptions will occur if:

1. You have an absence resulting in disciplinary action – skipping on campus, skipping off campus, off campus lunch violation, etc.
 2. You have been assigned ASC, community service, DAEP or have been suspended.
 3. You have been assigned disciplinary action for cheating.
 4. You have two or more offenses of the same type including, no ID, electronic device, dress code, classroom misconduct, and parking and 2 or more minor offenses such as hallway misconduct, profanity, etc.
 5. You have not cleared all obligations by 3:50 pm the day before your first final.
2. EOC EXEMPTIONS – exemptions based on EOC performance.
- A. Number of EOC Exemptions
 - Seniors – none
 - Juniors – at most 2
 - Sophomores – at most 2
 - Freshman – at most 2
 - B. Qualifications for EOC Exemptions
 1. PASSING ALL PORTIONS – Students must pass ALL portions of the EOC tests in order to earn 1 EOC exemption. This can be taken in any class. *Students may not exempt the same class in the fall and spring for this exemption.*
 - C. LEVEL III (ADVANCED ACADEMIC PERFORMANCE) – A Level III Advanced Performance score will allow a student to exempt the final in only that specific course. *Students may exempt the same final exam in the fall and spring for this exemption.*

If EOC scores are not received before the close of the school year, those exemptions may not be granted until the following school year.
3. ADVANCED PLACEMENT EXEMPTIONS – for students enrolled in AP courses only.
- A. Qualifications for AP Exemptions
 1. Must be enrolled in the AP class which the AP exemption is being granted
 2. Must take the AP exam for the class being exempted
 3. Must take fall final, except in AP English
 4. All discipline, attendance, grade requirements and obligations for standard exemptions must be met for an AP exemption
 5. Fall Courses – In courses for which exemptions are allowed, students may use standard exemptions
Spring Courses – Students may use AP exemption following previously stated guidelines
 6. AP English does not offer an additional AP Exemption.

DISCIPLINARY ALTERNATIVES

ALTERNATIVE STUDY CENTER

See Standards of Student Conduct.

DETENTION HALL

See Standards of Student Conduct.

SATURDAY DETENTION HALL

See Standards of Student Conduct.

SCHOOL PROCEDURES

CAMPUS RULES AFTER HOURS

No one will be allowed on campus after 12:00 a.m. (midnight). Anyone caught on campus will be considered trespassing and charges may be filed. Individuals may be on campus between the hours of 6:00p.m. to 12:00a.m. for the purpose of attending or participating in school sponsored activities. Anyone loitering/gathering in the building, in the parking lot, or in other areas of the campus may be subject to arrest.

MUSTANG CABLE STATION (MCS)

MCS is the daily source for announcements and information as it pertains to life for students and teachers at FHS. Each day during the 5 minute third period extension students and teachers are expected to watch the MCS broadcast. Each show is performed live on regular scheduled days and produced by students in the Audio/Video Production program. Please email announcements you would like to have included to MCS Announcements.

- Teachers are required to show MCS, daily.
- Teachers are to send announcements to "mcsnews@fisd12.net"

COMING TO SCHOOL LATE

Any student coming to school after classes have started must sign in through the attendance office. Students will be subject to disciplinary action if this process is not followed.

CORRIDOR PASS

A student out of class is required to have in his/her possession a corridor pass and his/her ID. Otherwise, a student will be considered truant. Corridor passes are color coded based on the area of the building where the pass originated. Students should sign out/in and display the corridor pass at all times.

HOMEROOM/ACTIVITY PERIOD

When a student enters Friendswood High School, he/she is assigned a faculty member who is his/her homeroom teacher for the next four years or for whatever length of time he/she is in high school. Homeroom is designed for dissemination of information, voting, class activities, and other services as needed. All students are expected to report to their assigned Homeroom at the appropriate times. Homerooms do not meet on a regular basis. Homeroom will be scheduled on an as needed basis.

LEAVING SCHOOL

No pupil is allowed to leave the school campus without permission. If a student becomes ill during the day, he should report to the school clinic. If it is necessary a student go home, the parents must be contacted. If a pupil wishes to leave before school is dismissed, he must have a parent or guardian sign him out in the attendance office or he must bring a note from his parents or guardian, giving the time he is to leave and the reason for his going. If possible, the parent will be contacted by phone. Students must check out with the attendance office and be issued a permit to leave campus. Any student leaving campus without checking out will be subject to disciplinary action.

LOCKERS

Lockers remain under the jurisdiction of the school even when assigned to an individual student. The school reserves the right to inspect all lockers. A student has full responsibility for the security of the locker and is responsible for making certain it is locked and the combination is not available to others. Searches of lockers may be conducted at any time whether or not a student is present. A locker fee (of \$10.00) will be charged to any student who rigs or damages his/her locker in any way.

LOITERING

Anyone loitering or gathering within the designated area of 300 feet from Friendswood High School is subject to all rules in the Standards of Student Conduct and the Mustang Manual. Violators may be subject to arrest.

FOOD OR DRINK

No food or drink is allowed in any classroom at any time.

REMAINING AFTER SCHOOL

Students frequently remain after 3:50pm for special help in certain subject areas, to practice for athletics, or to rehearse special music, speech or other extracurricular program activities. In some cases, students are required to remain after 3:50pm for disciplinary reasons or to confer with teachers or the administrative staff. In such case, the student's first responsibility is

to take care of their school related business. In any case, the amount of time which a student may spend at school after 3:50pm will be of reasonable length.

Friendswood High School supervises students between the hours of 8:00am and 4:00pm. Students that are involved in extracurricular activities are supervised before and after these hours by their coaches/sponsors.

The hallways need to be clear of students at 4:00pm. Students involved in tutorials, detention hall, studying in the library or extracurricular activities need to be at their destination by 4:00 pm.

STUDENT ID'S & LANYARDS

Students are issued a new ID and a lanyard at the beginning of each year. Students must wear a Mustang lanyards at all times while on campus. Students will not be allowed into class without their lanyard. Students must have their student ID on their person at all times. Students who do not wear their Mustang lanyard and/or have their student ID on them are subject to disciplinary action. If a student does not have their lanyard, then the teacher will issue a new one and the student will owe an obligation of \$1. If a student does not have their student ID when asked to present it, then they will be printed a new picture ID and charged a \$5 obligation. Students who have two or more ID violations will lose their standard exemption.

STUDENT ILLNESSES

For the protection of all students, the following health rules have been set up and will be followed at all times. A child cannot remain in school with:

- Fever of 100 degrees or over (it is strongly recommended that a student be FREE FROM FEVER, without antipyretics for 24 hours before returning to school)
- Rash or weeping sores
- Vomiting and/or diarrhea
- Red, discharge from eyes, or
- ANY ILLNESS MAKING HIM/HER FEEL TOO BADLY TO PARTICIPATE

A student having any of the above symptoms BEFORE SCHOOL SHOULD STAY AT HOME for observation and care. There are limited facilities for putting students to bed. This is only until arrangements can be made for him/her to go home. A student will not be sent home without special arrangements and permission of the parent. Any illness or injury which causes the student to miss three consecutive days of school must return with a note from the health care provider authorizing the return to school. The school nurse is not in a position to diagnose or treat illnesses. For questions about diagnosis or treatment, a medical doctor should be consulted.

MEDICATIONS ACCORDING TO FISD POLICY

Legal factors limit school employees in the administration of medication. If it is essential the nurse administer medication during school hours, WRITTEN INSTRUCTIONS, SIGNED BY THE PARENT, must accompany the medication. Prescription medication must be specific for the student with a pharmacy label. Prescription and nonprescription medications must be in the original containers. ALL MEDICATION (except for inhalers and/or anaphylaxis medication, with proper documentation, and cough drops) MUST BE KEPT IN THE CLINIC.

EYE DROPS

All eye droplet bottles are to be checked in through the nurse's office with a parent note. Eye drops must be administered in the clinic.

HERBAL SUPPLEMENTS

To provide your student with prudent conscientious care, herbal supplements, dietary supplements and/or home remedies not approved by the FDA for a specified medical condition will not be administered at school or allowed to be carried by students.

CONTROLLED SUBSTANCES

When a student is required to take a prescription medication at school which is considered a controlled substance i.e.: ADD, ADHD, Depression, Anxiety, some Cough and/or Nausea medications, a **Controlled Substance Medication Receipt Form** and a **Parent Note** must accompany the original prescription bottle. Because of the addictive nature and the potential to induce sleep or stupor, narcotic analgesics will NOT be administered at school. The school nurses feel this is in the best interest and safety of our students.

INHALERS/ANAPHYLAXIS MEDICATION (EpiPen®)

If an inhaler is left in the clinic for the nurse to administer, a new **parent note** must accompany the medication each year. If a student needs to carry a prescribed inhaler, a new **Parent Note Physician's Request for Self-Administration of Asthma Medication at School** needs to be completed **EACH YEAR**. If an EpiPen® is left in the clinic for the nurse to administer, a new **Parent Note** and an **Allergy Action Plan Form** must be filled out by the health care provider must accompany the medication **EACH YEAR**. If a student needs to carry an EpiPen®, a new **Permission to Carry EpiPen® Form** and an **Allergy Action Plan** must be completed by the student, parent/guardian and health care provider **EACH YEAR**. **All forms are now available for download from the clinic website.**

SHELTER-IN-PLACE MEDICATIONS:

If your student takes daily medications at home and he/she cannot go two days without it, please contact the school nurse so she can discuss storing extra medication in the clinic for your child. The student or the student's parent at the end of each school year must pick up all medication or it will be destroyed.

WHEELCHAIR

The wheelchair in the nurse's clinic is **ONLY** for emergencies! If a student needs a wheelchair during school hours, he/she must provide his or her own.

IMMUNIZATION REQUIREMENTS FOR HIGH SCHOOL AGE STUDENTS

**The State of Texas, Texas Board of Health, and the local school board
require the following immunizations for high school age students
ALL IMMUNIZATION DATES MUST INCLUDE THE MONTH, DAY, AND YEAR**

Diphtheria/Tetanus/Pertussis (DTaP/DTP/DT/Td)

Four (4) doses of vaccine or three (3) doses meet the requirement if one dose was received on or after the 4th birthday.

Tetanus/Diphtheria/Pertussis (Tdap)

9th – 12th Grade - One (1) dose of Tdap is required when 10 years have passed since the last dose of tetanus-diphtheria-containing vaccine. Td is acceptable in place of Tdap if a medical contraindication to Pertussis exists.

Polio

Four (4) doses of polio or three (3) doses meet the requirement if the 3rd dose was received on or after the 4th birthday.

Measles, Mumps, and Rubella (MMR)

Two (2) doses of a measles-containing vaccine and one (1) dose each of rubella and mumps vaccine

Hepatitis B

Three (3) doses of vaccine are required or Two (2) doses meet the requirement if adult hepatitis B vaccine (Recombivax) was received. Dosage and type of vaccine must be clearly documented. (Two 10 mcg/1.0 ml of Recombivax).

Varicella

9th - 12th grade -Two (2) doses are required. The first dose of varicella must be received on or after the first birthday.

If the student receives the first dose on or after 13 years of age, two (2) doses are required.

*** Parent documentation of child having had CHICKENPOX DISEASE fulfills this vaccine requirement.

Meningococcal

9th - 12th grade - One (1) dose required. For students taking dual credit, dose must be within the five-year period before enrolling. They must get the vaccine at least 10 days before the semester begins.

RECORDS MAY BE FAXED: FHS FAX: 281-996-2523 ATTN: Nurses

Further information may be found at: <http://www.dshs.state.tx.us/immunize/schedule/default.shtm>

BACTERIAL MENINGITIS

What is meningitis?

Meningitis is an inflammation of the covering of the brain and spinal cord--also called the meninges. It can be caused by viruses, parasites, fungi, and bacteria. Viral (aseptic) meningitis is common; most people recover fully. Medical management of viral meningitis consists of supportive treatment and there is usually no indication for the use of antibiotics. Parasitic and fungal meningitis are very rare. Bacterial meningitis is very serious and may involve complicated medical, surgical, pharmaceutical, and life support management.

There are two common types of bacteria that cause meningitis: 1) *Strep pneumoniae* causes pneumococcal meningitis; there are over 80 subtypes that cause illness. 2) *Neisseria meningitidis*--meningococcal meningitis; there are 5 subtypes that cause serious illness--A, B, C, Y, W-135.

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:

- Severe headache
- High temperature
- Vomiting
- Sensitivity to bright lights
- Neck stiffness, joint pains
- Drowsiness or confusion

In both children and adults, there may be a rash of tiny, red-purple spots or bruises caused by bleeding under the skin. These can occur anywhere on the body. This is also a sign of blood poisoning (septicemia), which sometimes happen with meningitis, particularly the meningococcal strain.

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, such as deafness, blindness, amputations or brain damage (resulting in mental retardation or paralysis) even with prompt treatment.

How is bacterial meningitis spread?

Fortunately, none of the bacteria that cause meningitis are as contagious as diseases like the common cold or flu, and they are not spread by casual contact or by simply breathing the air where the person with meningitis has been.

What is the risk of getting bacterial meningitis?

The risk of getting bacterial meningitis in all age groups is about 2.4 cases per 100,000 populations per year. However, the highest risk group for the most serious form of the disease, meningococcal meningitis, is highest among children 2 to 18 years old.

How is bacterial meningitis diagnosed?

The diagnosis is usually based on a combination of clinical symptoms and laboratory results from spinal fluid and blood. Spinal fluid is obtained by a lumbar puncture (spinal tap).

How is bacterial meningitis diagnosed?

The diagnosis is usually based on a combination of clinical symptoms and laboratory results from spinal fluid and blood. Spinal fluid is obtained by a lumbar puncture (spinal tap).

How can bacterial meningitis be prevented?

Do not share food, drinks, utensils, toothbrushes, or cigarettes. Limit the number of persons you kiss. Vaccines against pneumococcal disease are recommended both for young children and adults over 64. A vaccine against four meningococcal serogroups (A, C, Y, W-135) is available. These four groups cause the majority of meningococcal cases in the United States. This 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%). It can cause mild side effects, such as redness and pain at the injection site lasting up to two days. Immunity develops within 7 to 10 days after the vaccine is given and lasts for up to 5 years.

What should you do if you think you or a friend might have bacterial meningitis?

Seek prompt medical attention.

GRADING PROCEDURES

1. Number of Grades:

- Daily – 15 minimum grades per 8 or 9 weeks (depending on the length of semester or 5 per 3 weeks or any 2 grades per week)
- Quizzes/Tests – 3 quizzes/tests/projects grades within a 9-week period

2. Make up work/Tests/Retakes:

- Minimum of a single reassessment for mastery is required.
- Students who do not demonstrate overall mastery of the TEKS (failing) on a major assessment are re-evaluated after they are re-taught, or after additional activities are provided. Students are provided the opportunity to receive additional instruction prior to the single re-assessment. Teachers will maintain documentation of student participation in re-teaching opportunities, such as a tutorial sign-in sheet or tutoring log.
- Re-assessment may include, but is not limited to, special assignments, test corrections, or an additional formal test.
- A grade of 70 is the maximum that can be earned on the re-assessment opportunity.
- Content areas may make exceptions that would be more lenient but not more stringent.
- This policy excludes final exams and dual credit courses.
- Minimum reassessment for mastery is required, except in cases of cheating (i.e. copying, plagiarism, dishonesty of any kind).
- If a grade below 50 is assigned, documentation must be provided to the appropriate administrator that supports the grade. Administrator approval is required.

3. Extra Credit:

- As needed – assigned at the discretion of the teacher.
- Standardized by departments and content area. Similar in amount of points and type of assignment.
- Teachers cannot assign bonus points for whole class attendance on test days. Students have no control over other student's daily attendance.

4. Weighting Categories:

- All Content Teams have same weighted grading categories

5. Late Work, departmental policies listed below:

- Fine Arts - will accept with points taken off for every day late up to a 50.
- World Language - 1 day of attendance / 50% of grade score.
- CTE - anytime for a grade up to a 70%, up to 1 week after returning from an absence and case by case.
- Math/ELA/Science/Soc Studies - Late work is generally not accepted—accepted only in special circumstances per teacher discretion. No assignment graded in class nor any long term/major assignment will be taken late.
- HPE – late work accepted until the end of grading period.

SEMESTER EXAM GRADES

All final exam grades will be capped at a grade of 100. Extra credit cannot be added to a semester exam grade.

GRADING SYSTEM See Academic Planning Guide

REPORTS TO PARENTS - REPORT CARDS/PROGRESS REPORTS

Progress Reports: Students will receive a progress report at the 3rd and 6th week of the first 9-weeks grading period. For the 2nd through 4th 9-weeks, students will receive a progress report every 4.5 weeks.

Report Cards: Report cards are sent home with students at the end of the 1st, 2nd, and 3rd 9 weeks. Report cards are mailed to parents on the Thursday following the end of the school year.

Parent Contact: Successful parent contact will occur, if a student is in danger of failing, by the end of the 6th week of each marking period or if/when the student is failing between the 7th - 9th week of each marking period (fails the 9-week grading period). Successful contact is defined as an email correspondence between the teacher and parent or a phone conversation.

DAEP GRADING POLICY

This policy would be a separate handout given to students going to DAEP, as well as being placed in the Student Handbook, Mustang Manual, and Academic Planning Guide.

Students at a DAEP will receive a number grade that will be used in the calculation of a semester or nine-week grade reported on transcripts and report cards. The grade will be calculated by establishing the grades and number of days spent at FHS and at DAEP. Grades will be inputted in the grade book for assignments, tests or quizzes for days spent at FHS. The grade average earned while at DAEP will be inputted for each assignment, test or quiz in the grade book for the specified date range spent at DAEP. These grades will be included in the calculation for class rank and for GPA.

Courses that are not taught at DAEP but are continued so a student will not lose credit at FHS will be given by the teacher at FHS who has agreed to provide assignments and assessments in a correspondence study format. DAEP will be responsible for administering assessments and sending and receiving assignments to/from the FHS teacher. These courses will be figured in for class rank and/or GPA.

JJAEP POLICY

Students assigned to Juvenile Justice Alternative Education (JJAEP) are withdrawn from Friendswood High School during the days of their assignment. The students are serviced by the school district and grades from that point, until the student returns to Friendswood High School are calculated by the servicing school district. Upon return to FHS by the student, withdrawal grades are provided by the JJAEP facility and are incorporated into grades earned by the student at FHS, in the case the student returns mid-grading period.

In the case where credits have been earned while in JJAEP, these credits are posted on the student transcript. A semester grade earned while in JJAEP facility is not averaged with a semester grade earned while at FHS.

CREDIT REQUIREMENTS

LOCAL VS STATE CREDIT See Academic Planning Guide

CLASSIFICATION See Academic Planning Guide

HIGH SCHOOL COURSES TAUGHT AT JUNIOR HIGH See Academic Planning Guide

ALTERNATE CREDIT OPPORTUNITIES

SUMMER SCHOOL

Summer school credit will be awarded according to the same guidelines which apply to courses taken during the regular school year.

CORRESPONDENCE COURSES

Correspondence courses taken through a state approved extension program **must have counselor** and parent approval prior to registration. Correspondence course work will not be accepted without approval. No more than four credits may be applied towards graduation requirements without prior permission from the principal.

Students taking coursework required for the upcoming school year must complete course, full or half credit, before school starts. In addition, the final exam must be taken and the final grade received before the start of school. This will override the deadline given by the correspondence program. If the course is not required for the upcoming school year, students will have the time allowed by the correspondence program to complete the coursework.

CREDIT-BY-EXAM/EXAMINATION FOR ACCELERATION

Students may be given credit for an academic subject in which he or she has had no prior instruction if the student scores 80 percent on a criterion-referenced test for the applicable course. Information is available in the counselor's office. Counselor and parent approval is needed to order a Credit-By-Exam.

ON-LINE LEARNING

GradPoint is an online courseware system that delivers thousands of hours of standard-based, interactive curriculum, along with integrated assessment, student management and record-keeping. Students need to check the course offering that denotes courses which can be taken for initial credit and those courses that require prior enrollment in the course for eligibility.

Texas Success Initiative Assessment (TSI) Requirements

Students must take the TSI assessment before enrolling in any college level course offered at a public college or university. This affects students who might enroll in dual credit programs. They may be exempt based on PSAT, SAT, or ACT.

COLLEGE CAMPUS VISITS FOR JUNIORS AND SENIORS

Juniors and seniors are encouraged to visit the college of their choice on the days scheduled for teacher in-service. Juniors and seniors may use a maximum of two days, to be used prior to the last day of April, for the purpose of visiting college administrators or campus personnel only. Students must provide official documentation from the university stating the purpose of the visit and the signature of the campus representative upon return. Permission must be obtained from the high school principal, and each of his/her classroom teachers, one week before the day of the scheduled visit. If the student does not meet all of these requirements, the absence will count towards the excessive absence policy and the exemption policy.

Students should follow these procedures:

- Set up appointment with college administrator or campus personnel
- Obtain college day form from Principal's office
- Complete form, obtain signatures
- Return completed form to Principal's office one week before scheduled visit
- While visiting campus, obtain official documentation from the university stating the purpose of the visit and the signature of the campus representative
- On the first day, you return to FHS, official documentation of your visit must be turned to the Principal's office
- The deadline for taking college days is April 30

GRADUATING SENIORS

COMMENCEMENT ACTIVITIES

No fees are charged by the school for any expenses connected with graduation. There are no charges for diplomas or any of the services, which are provided. There is a \$2.00 charge for a final transcript. Gowns, caps and tassels are purchased for graduation. A letter is mailed to parents of seniors at orientation. This letter should be kept for reference, as it provides answers for numerous questions, which will arise in connection with graduation activities, and important senior dates.

Misconduct by a graduating senior at a school-sponsored activity following the last official day of school or during graduation is addressed in the Standards of Student Conduct.

HONORS: VALEDICTORIAN and SALUTATORIAN

The students with the highest and second highest grade averages shall be designated as valedictorian and salutatorian respectively, provided they meet the residency requirements.

To be eligible for the honor of valedictorian or salutatorian, a student must be enrolled continuously in the District beginning no later than the first Friday following Labor Day of the sophomore year. Students who graduate in fewer than, or more than four years shall not be eligible for valedictorian and salutatorian.

In the event two or more students in contention for valedictorian or salutatorian have the same grade point average, the student who has taken the most advanced placement courses will be named. For graduation honors (Valedictorian and Salutatorian) a student's scholastic rank will be determined by dividing the total number of semester grade points by the number of grades accumulated during grades 9-12. For courses included or not included in determining class rank please see the Academic Planning Guide.

Honor Graduates

Honor Graduates will be the top 10% of the senior class by rank in grade point average. A student's scholastic rank in his graduating class shall be determined by the numerical average based on the total coursework during the grades 9, 10, and 11 and shall include the first three grading periods of the grade 12 year. Students who have earned graduation honors

(Valedictorian and Salutatorian) must have completed all coursework required by Friendswood High School for graduation and the grade received by the school by the last teacher the day before graduation. Other scholastic awards may be set up by the principal and staff approved by the director of curriculum.

Honor Cords

Below is a list of honor cords seniors can be eligible for upon graduation. Your alpha group counselor certifies Honor Graduates and the Distinguished Achievement Program. The group sponsor, according to the required standards of each group, certifies all the other honor cords. Seniors who are part of an honor group should meet with their sponsor to see if they have met the requirements and are eligible for an honor card. The sponsor will turn in a roster of eligible students into the Principal's office.

The requirements for Honor Graduates and the Distinguished Achievement Program are listed below and a complete outline is found in the Academic Planning Guide. Any questions on these Honor cords should be directed to your counselor. Honor cords will be available for purchase during cap and gown pick-up before graduation annually.

Honor Cord Groups

Honor Graduates – Blue and white

Must qualify for the top 10% - Honor Graduates honor cords will be available for purchase after the final top 10% of the senior class has been announced at the end of the 3rd 9-weeks.

Distinguished Achievement Program – Gold

- 4x4 Graduates – completion of four advanced measures including three (3) years of the same language. The 4x4 program expires at the end of the 2016-2017 academic school year.
- HB5 Graduates – meet the Distinguished Level plus earn three (3) of five (5) Performance Acknowledgements, as outlined in the Academic Planning Guide.

National English Honor Society – Blue & Gold

National French Honor Society - Red & Gold

National Latin Honor Society - Purple & Gold

National Spanish Honor Society – Red

Mu Alpha Theta – Purple

Interact Service Program–Blue & Yellow

Thespians - Light Blue

Academic Decathlon - Red, Silver & Blue*

National Art Honor Society - Rainbow*

National Business Professionals of America*

National Forensic League - Red, White, & Blue*

National German Honor Society – Black, Gold & Red*

National Honor Society – White Overlays

National Technical Honor Society – Purple & White

Quill & Scroll Journalism Honor Society- Blue & Gold*

Tri M Music Honor Society – Pink*

Project Lead the Way – Orange*

* Ordered by Sponsor

GRADUATION EXERCISE

A student may participate in the graduation exercise provided:

- He/she has completed all the graduation requirements at Friendswood High School.
- If he/she is no more than one credit short of the credits required for graduation and he/she has registered and paid for the class or classes in an approved summer program which must be completed for graduation.
- He/she is NOT assigned to an Alternative Educational Program (AEP) or the Juvenile Justice Alternative Education Program (JJAEP) on his/her last day of school before graduation, or is not expelled.

EARLY GRADUATION

Students may graduate at the end of any semester if all requirements/criteria for graduation have been met. Applications must be made with the counselor. **Students planning to graduate in 3 years or 3 1/2 years must meet with their counselor in the spring prior to their final semester or year.** A conference between parents, student, and counselor shall be required and a formal agreement signed before the approval can be granted by the principal. The student must be

supported by a majority vote of a committee which will consist of the principal, assistant principal, counselor and teachers from the semester of application. In order to graduate at the end of the fall semester (3-1/2 years) all course work, including 26 credits with an endorsement, must be completed before the end of the fall semester. If the student does not complete all work by the deadline, he/she must return for the spring semester with a full schedule of classes. Schedule changes shall not be allowed once the final session has begun. Students who choose to graduate on the foundation plan without endorsements must complete four years of high school.

Students wishing to participate in early graduation will not be eligible for class officers, student council officer, Wranglerettes, band officers, club officers, or any other activity which runs the entire school year or more than one term. Early graduates shall be given a letter of high school completion upon the completion of requirements for graduation if this is before the spring graduation. After graduation at mid-year, students **may not participate in any school-sponsored activities, except commencement.** Early graduates may participate in the graduation exercises at the end of the school year, provided completion of 26 credits, with an endorsement, has been achieved and approval by the principal has been obtained.

FINANCIAL AID FOR COLLEGE

Because of rising cost of attending a college or university, more and more students and parents are faced with trying to find financial aid. The Counseling Center is set up to help students and parents find out what financial assistance is available to individually, locally, and at the post-secondary institutions of their choice. The Counseling Center provides Federal financial aid information, scholarship information and applications, and other financial aid resource material. Scholarships are posted weekly for students to view in Naviance ("Colleges" Tab).-Successful investigation of scholarships requires an ongoing yearlong commitment with a critical attention to DEADLINES.

INTERVIEWS WITH COLLEGE REPRESENTATIVES

Many colleges send field representatives or admissions deans to visit high schools and talk with students. Students are urged to take advantage of the opportunity to talk with representatives of colleges in which they may be interested. Representatives are requested to be here during lunch; a time when students (and parents if they wish) may see the representatives.

College Night (held in the fall) is sponsored by the Counseling Center. It is held during the evening and usually has about 75 college representatives present. All students and parents are welcome to attend this event. This affords both students and parents the opportunity to learn about numerous colleges.

SENIOR SECTION OF YEARBOOK

Students who are classified as seniors at the beginning of the fall term are eligible to have their picture appear in the senior section of the Roundup.

COUNSELING CONSIDERATIONS

COURSES FAILED

When a student does not pass both semesters of a course with a grade of 70 or higher, they may be eligible for the semesters to be averaged. If the two semesters average for a grade of 70 or higher, credit is awarded for that course.

To be eligible to average the following must be met:

- No minimum grade for the first semester.
- The second semester grade cannot be lower than a 60.
- Courses taken at Friendswood High School and state accredited high schools are eligible to average; this includes AEP and JJAEP course work.

Students who do not have an average of 70 or higher must retake the semester failed in summer school or retake the class in their schedule the following school year.

SUMMER SCHOOL

Friendswood High School will offer summer school on a limited basis. Our students may attend summer school in one of the surrounding districts as long as the district is accredited. Friendswood summer school usually begins approximately one week after the close of school. We offer classes in the traditional setting as well as online credit recovery through GradPoint. Students must obtain an enrollment form from their counselor to attend summer school. Information about summer school is announced in late spring.

GIFTED AND TALENTED PROGRAM

Friendswood High School offers a variety of options for students identified as gifted and talented. Students identified as gifted are encouraged to enroll in Pre-AP and Advanced Placement classes in their areas of strength or interest. Gifted student's needs are addressed through the Advanced Placement Program. Pre-AP and AP classes are offered in the English, math, science, social studies, world language, and fine arts disciplines. For a complete listing of Pre-AP and AP courses, prerequisite courses, and course descriptions, see the Friendswood High School Academic Planning Guide. Students and parents should consult with a counselor to determine appropriate placement.

REFERRALS

A student may be nominated/referred for the gifted and talented program by a teacher, counselor, administrator, parent, student, or other interested persons. The district will provide assessment opportunities to complete the screening and identification process for nominated/referred students. Parent permission would be obtained before any special testing or assessment is conducted. When assessment is completed parents and students will be notified of the results.

TRANSFER STUDENTS

When a student identified as gifted by a previous school district enrolls in Friendswood High School, the student's records shall be reviewed by the selection committee to determine if placement in District's gifted program is appropriate. This determination occurs within 30 days of the student's enrollment in FISD and will be based on the transfer records, teacher's observation reports and parent and student conferences.

SELECTION CRITERIA

Since participation in Pre-AP or Advanced Placement curriculum does not require identification as a gifted and talented student, no formal identification is necessary for enrollment. Students who have been recommended for assessment will be considered using objective and subjective data. Assessment tools may include, but are not limited to, the following: achievement test, intelligence tests, behavioral checklist, student/parent conferences, and student work products. Parents will be notified of the selection committee's findings.

FURLOUGHS

Students who are unable to maintain satisfactory performance or whose educational needs are not being met within the structure of the gifted and talented program may be placed on furlough. A furlough also may be granted at the request of the student and/or parent. A student may be placed on furlough for a specified period. -At the end of the furlough, the student's progress shall be reassessed and the student may re-enter the gifted program, placed on another furlough or be exited from the program.

EXIT CRITERIA

Student performance in the program shall be monitored. If at any time the selection committee determines it is in the student's best interest, the committee may exit the student. If a student or parent requests removal from the program, the selection committee will meet with the parent and student before honoring the request.

APPEALS

Parents or students may appeal any final decision of the placement regarding selection for or exit from the gifted program. Appeal shall be made first to the GT Coordinator. Any subsequent appeals shall be made in accordance with FNG (LOCAL) beginning at Level Two. Contact the Assistant Superintendent for Secondary Curriculum, (281) 482-1267.

CARE OF BUILDINGS AND EQUIPMENT

Students are expected to utilize care and good judgment in the use of all district equipment, buildings and property. The Standards of Student Conduct addresses the disciplinary procedures for those students who do otherwise.

CARE OF PERSONAL PROPERTY

Valuables are best left at home.

EQUIPMENT AND SUPPLIES

Individual teachers will designate equipment and supplies required for his/her class.

LOCKERS

All students may obtain a locker, by making a request through the assistant principal's office any time during the year. Each student is expected to keep his or her locker neat and well arranged. A damage charge will be levied if a locker is damaged, or rigged in any way.

TEXTBOOKS

Textbooks for most courses are furnished by the state Instructional Materials Allotment fund. These textbooks are property of the district and must be treated as such. The instructions to access online textbooks are available from the teacher of the course and are exclusively for the use only of FHS students. Students are required to pay for damaged and lost print textbooks. If a book is damaged other than by normal wear, a fine shall be assessed according to the extent of the damage. If the book is found before the school year ends, payment for lost copies will be reimbursed.

- Textbooks that are not returned by the last day of the school year they were borrowed will be considered lost and will be assessed their replacement costs.
- Students may borrow textbooks to use for their NON-FHS online courses only if there are extras available. A service fee of \$10 per copy will be assessed.

STUDENT ACTIVITIES

Because there are differences in the interest and ability of the students, the school provides many activities and experiences from which to choose. The extracurricular activities are important for the all-around development of the student, they are, however, of **secondary importance**. The regular classroom work must come first.

Each school organization must have a faculty sponsor. The sponsor will:

- Approve notices of all meetings
- Attend all meetings
- See that proper conduct is maintained and all eligibility rules are enforced

BAND

Color Guard – is part of the band program and provides students opportunities to perform with the marching band in the fall and Winter Guard in the spring. Members are trained in dance as well as the use of flag, rifle, and saber, to provide a unique entertainment medium not found elsewhere. Auditions take place in May for the following year. Dance experience is a plus and membership is open to all grade levels.

Concert Band III – is the 5th ranked band comprised of instrumentalists in any grade. There is no audition. Emphasis is on performance skills. Each member shall prepare a solo and ensemble for a grade. This class presents public concerts if the instrumentation will allow. This band is part of the marching band.

Concert Band II – is the 4th ranked band and is comprised of instrumentalists in any grade. Membership is by audition in May and December. Each member shall prepare a solo and ensemble for a grade and participate in UIL activities as required by the director. There are a limited number of chairs in each section. This band is part of the marching band.

Concert Band I - is the 3rd ranked band and is comprised of instrumentalists in any grade. Membership is by audition in May and December. Each member shall prepare a solo and ensemble for a grade and participate in UIL activities as required by the director. Participation in TMEA activities is highly encouraged. Freshmen are required to audition for freshman region band. Weekly section rehearsals and listening's and outside rehearsals and clinics are required. There are a limited number of chairs in each section. This band is part of the marching band.

Symphonic Band - is the 2nd ranked band and is comprised of instrumentalists in any grade. Membership is by audition in May and December. Each member is required to prepare a solo and ensemble for a grade and participate in UIL activities as required by the director. Each member must audition for TMEA District and Region Band. Weekly section rehearsals and listening's and outside rehearsals and clinics are required. There are a limited number of chairs in each section. This band is part of the marching band.

Wind Ensemble - is the 1st ranked band and is comprised of instrumentalists in any grade. Membership is by audition in May and December. Each member is required to prepare a solo and ensemble for a grade and participate in UIL activities as required by the director. Each member must audition for TMEA District and Region Band. Weekly section rehearsals and listening's and outside rehearsals and clinics required. There are a limited number of chairs in each section. This band is part of the marching band.

Marching Band – With membership including all students enrolled in the band program, the marching band is a required musical marching unit organized during the fall for the duration of football season. Membership requires total dedication and maximum effort and involvement in all aspects of playing, marching, and performance. The marching band appears at all football games, parades; pep rallies, and competes at contests. There is a Varsity level and Junior Varsity level within the marching band based on audition.

Marching Percussion – is a class that only meets in the fall for ½ credit. Students also enroll for regular band in the spring semester for the other ½ credit for the year. Membership is by audition only and space is limited by instrumentation and ability. This class is for snare drum, tenor drums, bass drums, and hand cymbals. The class meets during the day and is part of the marching band.

Pit Percussion – is a class that only meets in the fall for ½ credit. Students also enroll in a regular band class for the spring and earn the other ½ credit. Membership is by audition only and space is limited based on instrumentation and ability. The class meets during the day and is part of the marching band.

CHEERLEADERS

REFER TO THE CHEERLEADER CONSTITUTION FOR ANY CLARIFICATION ON CHEERLEADING POLICIES.

CHOIR

Campus Singers - is composed of sophomore, junior, and senior boys and girls selected from auditions based on their solo and sight-reading abilities. Students will learn concepts of vocal and choral technique, music theory, sight-reading, music history, and will be provided opportunities for creative self-expression through performance of a wide variety of choral literature. Students in this group will participate in UIL Concert and Sight-reading Contest and TMEA District and Region auditions. Students are also strongly encouraged to participate in solo and ensemble contests.

Concert Men's Choir - is composed of boys in any grade level. The choir will give concerts during the year, and students must participate in all performances whether competitive or entertainment. Students in this group may participate in UIL Concert and Sight-Reading Contest. Students will learn concepts of vocal and choral technique, music theory, sight-reading, music history, and will be provided opportunities for creative self-expression through performance of a wide variety of choral literature. Students are also encouraged to participate in solo and ensemble contests and TMEA District and Region Choir auditions.

Treble Choir - is composed of girls in any grade level, with no previous high school choir experience. Students in this group will participate in UIL Concert and Sight-Reading Contest. Students will learn concepts of vocal and choral technique, music theory, sight-reading, music history, and will be provided opportunities for creative self-expression through performance of a wide variety of choral literature. Students are also encouraged to participate in solo and ensemble contests and TMEA District and Region Choir auditions. The choir will give concerts during the year, and students must participate in all performances whether competitive or entertainment.

Varsity Women's Choir - is composed of sophomore, junior, and senior girls selected from auditions based on their solo and sight-reading abilities. Students in this group will participate in UIL Concert and Sight-reading Contests. Students will learn concepts of vocal and choral technique, music theory, sight-reading, music history, and will be provided opportunities for creative self-expression through performance of a wide variety of choral literature. Students are also encouraged to participate in solo and ensemble contests and TMEA District and Region Choir auditions. The choir will give concerts during the year, and students must participate in all performances whether competitive or entertainment.

Vocal Ensemble – This choir is selected from auditions of students currently enrolled in the Campus Singers, or from those who have advanced to the Pre-Area or Area level of All-State Choir auditions, through sight-reading and solo singing ability (exceptions may be made at the director's' discretion). Students will learn concepts of vocal and choral technique, music theory, sight-reading, music history, and will be provided opportunities for creative self-expression through performance of a wide variety of choral literature. Students in this group will participate in University Interscholastic League concert and sight-reading contests. Students are strongly encouraged to participate in solo and ensemble contests, and TMEA District and Region Choir auditions. The choir will give concerts during the year, and students must participate in all performances whether competitive or entertainment. This ensemble will serve as FHS public relations organization for the choral department, and is responsible for representing the school in various activities in the area.

DRILL TEAM

REFER TO THE DRILL TEAM CONSTITUTION FOR ANY CLARIFICATION ON DRILL TEAM POLICIES.

DRILL TRAINING

- Drill training is a mandatory one-year prerequisite for Wranglerettes. A student wishing to try out for this class must:
- Have an overall "C" average
- Have not received an "N" in two classes or a "U" in any class in the grading periods during the current school year
- Attend the workshop prior to auditions
- Tryout before a panel of judges
- Auditions will be held in December for the next school year's Wranglerettes. Those who are selected as Rookies will stay in the class for the spring semester and join the Wranglerettes the following summer.
- If a student is ineligible more than 6 weeks during the fall Drill Training semester, they will not be allowed to try out for the Rookie team.
- The Drill Training and Wranglerette Rookie classes must also follow all Wranglerette rules as stated in the Wranglerette Constitution.

NATIONAL HONOR SOCIETY

The Friendswood National Honor Society is governed by the national organization. To qualify for membership in the Friendswood Chapter of the National Honor Society, a student must meet requirements set in the areas of scholarship, leadership, service, and character. All activities, clubs, and organizations must be affiliated with Friendswood High School.

Academic eligibility for National Honor Society is based first on a cumulative grade point average of 7.210 for sophomores, juniors, and seniors. New students coming to Friendswood High School who are members of NHS in good standing at their previous school will be transferred into Friendswood's NHS upon verification. All other new students must be at FHS for two semesters and must maintain a cumulative GPA of 7.210

Each candidate wishing to make application will be required to turn in a list of all activities, clubs, organizations, offices held, leadership roles, church functions, community services, etc. in which he has participated during the summer before the current year and the previous school year only. Community and church activities will be non-paid, volunteer work, and the level of participation must be verified by a letter from an adult in charge of the activity.

If requirements are met in all areas of the selection process, a student will be invited to become an inductee of the National Honor Society.

STUDENT COUNCIL

The Student Council is the heart of the high school activity program. The Student Council sponsors a wide variety of services and activities throughout the year to promote citizenship, scholarship, leadership, human relations, and cultural values. Student ID's, Homecoming, Secret Santa, and Red Ribbon Week exemplify Student Council projects. Membership is open to any student at Friendswood High School. Dues must be paid by the third meeting of the year. Members must remain in good standing by earning points for participating in activities as specified by the "FHS Student Council Points System." Points are checked at the end of each nine weeks. If a member does not have enough points they are put on probation the next nine weeks until the points are earned.

Student Council Officers include president, vice-president, secretary, treasurer, parliamentarian, and publicity. Officers are elected in the spring for the next school year. Officer candidates must be passing all classes prior to running for office and must maintain an 85 average in all classes. Candidates must have been a member of student council for one year prior to election and must be involved in at least one other school organization. Officers must have no disciplinary assignment of ASC or community service. In order to run for president or vice-president a candidate must have been an officer of the Student Council the previous year and must be a sophomore or junior at the time of election. Freshmen, sophomores, or juniors may run for the other officer positions.

CLASS OFFICER ELECTIONS

In order for a student to run for class officer, he or she must have attended Friendswood schools for one full year. (Registered the first week of school of the second term of the current school year.) A student must have an overall average of "C" or above for the current year. If elected, the "C" average must be maintained. Recommendations to run for class officer will be filled out by all current classroom teachers.

A student must have a good, discipline record. A sophomore, junior, or senior student must have served as a class officer or must have been a candidate for class officer in a previous year to be eligible to run for class president. Any student who is assigned to the Alternate Study Center or DAEP for disciplinary action will not be eligible to run for any office.

If the office of president is vacated for any reason, the Vice-President shall become the President. If the office of Vice-President, Secretary, or Treasurer should become vacant for any reason, the office will be filled by a special election.

ELECTIONS FOR BOTH STUDENT COUNCIL AND CLASS OFFICERS RULES AND REGULATIONS

POSTERS

- Posters must be kept to a maximum size of 24" X 36" or students may use standard, sized fliers
- 1 Poster or 3 fliers (only) can be displayed in each of the following locations: the freshman mall on the wall-windows between the restrooms, on the old cafeteria windows, and on the walls around the vending area in the annex
- All posters must be approved by the Principal or Principal's designee
- No posters, signs, etc. are permitted off campus or online

CAMPAIGNING

- Students will only be permitted to make one speech which is shown on the MCS News channel at school
- All campaign speeches will be approved by the Principal or Principal's designee
- Speeches should be tasteful, positive, and only about the candidate who is making the speech
- No social media is to be used to campaign or talk about any candidate
- Candidate are not permitted to hand anything out to other students
- The only avenues for campaigning are MCS News speeches and posters described above
- Teachers are not permitted to post any campaign materials in their rooms

Failure to abide by these rules or any other instructions may disqualify the candidate from the election.

OTHER SCHOOL CLUBS AND ORGANIZATIONS OFFICER GUIDELINES

1. Office holders in the various school clubs and organizations shall be limited to the following offices according to their classification:
 - a. Maximum
 - i. Roundup Editor or Co-Editor
 - ii. Roundup Business Manager
 - iii. Lariat Editor or Co-Editor
 - iv. Lariat Business Manager
 - v. Student Council President
 - vi. A maximum office holder may also hold one minor office.
 - b. Major
 - i. Senior Class President
 - ii. Wranglerettes-Grand Marshal
 - iii. All cheerleaders
 - iv. Junior Class President
 - v. A major office holder may also hold two minor offices
 - c. Minor
 - i. Junior Class Vice-President, Secretary, Treasurer
 - ii. Club Officers (unless already named)
 - iii. Publication staff
 - iv. Wranglerettes Marshal, Sheriff, and Deputy
 - v. Appointive Officers
 - vi. Senior Class Vice-President, Secretary and Treasurer
 - vii. Freshmen and Sophomore Class President, Vice-President, Secretary and Treasurer
 - viii. Student Council-Secretary, Treasurer, Vice-President, and Parliamentarian
2. Major and minor offices shall be elected for the entire year unless otherwise stated in the Constitution or individual

club constitutions.

3. No candidate can run for two positions simultaneously.
4. No student is eligible for competitive honors, or to hold office, after he/she has spent eight semesters in Friendswood High School.
5. When report cards are issued, office holders are to show them to each of their sponsors so eligibility can be checked.
6. Any person losing an office because of scholarship ineligibility may not be elected to that office or to any other in the same organization for the remainder of the semester.
7. Any student who is assigned to the Alternate Study Center or Community Service for disciplinary action will **not** be eligible to run for any office.

YEARBOOK AND OTHER ELECTIONS

Each student will be limited to one student elected honor each year: Freshmen, Sophomore, Junior and Senior year. This would include all honors. All yearbook elections must be approved by the principal.

Honors included for Freshmen, Sophomores and Juniors: Class Favorites, elected by the students of their class. *

Honors included for Seniors:

- Homecoming Queen – Nominated by seniors and elected by the high school student body. In order to receive this award, you must be in continuous attendance from the first week of school the Junior year.
- Football Sweetheart - Elected by the Varsity football boys. In order to receive this award you must be in continuous attendance from the first week of school the Junior year
- Class Favorites - Elected by the students of their class*
- Senior Spotlight - Elected by the students of their class*
- Mr. and Miss FHS - Elected by the students of their class*

*In order to receive these awards, you must be in continuous attendance of that respective school year.

Administrative awards for graduating seniors are set-up by the principal and determined by the FHS Administrative Team. In order to receive these awards, you must be in continuous attendance of the Senior school year.

SCHOOL ACTIVITIES OFF THE CAMPUS

The Board shall permit students to take school-sponsored overnight trips for UIL or other sanctioned competitions. Approval for the trip shall be from the Principal. Principal authorization shall be required for any other overnight trip.

All activities, clubs, and organizations must be affiliated with Friendswood High School. All activities sponsored by the school are under the direct supervision of the school. This includes field trips, socials, athletic contests, riding the school bus to and from home and on class trips. Students will be held accountable for all guidelines/consequences as stated in the Mustang Manual, Code of Conduct and sponsor/coach established guidelines.

Because of the energy and time demanded by the extracurricular activities the number in which a pupil may participate may be limited. Pupils doing unsatisfactory work at any time may be limited in their activities. Students involved continuously in disciplinary action shall neither hold office nor participate in competitive sports.

OUT OF STATE TRIPS

Board approval shall be required for any out-of-state trip.

OVERNIGHT TRIPS POLICY

SCHOOL - SPONSORED TRIPS IN GENERAL Students who participate in school-sponsored trips shall be required to ride in transportation provided by the school to and from the event. Exceptions may be made if the student's parent or guardian personally requests the student be allowed to ride with the parent or presents a written request to the coach/sponsor the day before the scheduled trip that the student be allowed to ride with an adult designated by the parent. The District shall not be liable for any injuries that occur to students riding in vehicles that are not provided by the school.

Sponsors may search bags prior to leaving the campus. Minor incidences, including but not limited to: breaking curfew, foul language, dress code, will be dealt with at the sponsor/coaches' discretion, but according to school policy. Major incidences, including but not limited to: violation of drug, alcohol, tobacco policy, damage to hotel property, being off of hotel property

without permission, shoplifting, weapons, will be dealt with accordingly and referred to the proper authorities. If a student is to be sent home for any reason, the parent/guardian will be responsible for making those arrangements and covering the cost.

SCHOOL SPONSORED TRIPS/SCHOOL ACTIVITIES

A student must be placed on a disciplinary Alternative Education Program, and may be suspended pending a hearing, if the student commits any of the following offenses on school property, or within 300 feet of school property, or while attending a school-sponsored or school-related activity on or off of school property:

- Selling, giving, delivering, possessing, using, or being under the influence of marijuana, a controlled substance, a dangerous drug, or alcohol if such condition is not punishable as a felony offense.
- Selling, giving, or delivering an alcoholic beverage
- Committing a serious act or offense while under the influence of alcohol, if such conduct is not punishable as a felony offense.

WAIVERS FOR SCHOOL TRIPS

Students making any type of class field trip sponsored by the school are required to obtain waivers signed by the parent. The necessary waiver forms are supplied by the particular sponsor involved.

OTHER USEFUL SCHOOL INFORMATION

ACADEMIC ACTIVITIES

Friendswood High School is a member of the University Interscholastic League and participates in all spring literary events. These events include accounting, calculator application, computer applications, computer science, current issues and events, debate, drama, journalism, literary criticism, mathematics, number sense, public speaking, ready writing, science, social studies, and spelling and vocabulary. Other academic activities include Academic Decathlon, and Octathlon. Eligibility for academic activities is governed by UIL standards.

ANNOUNCEMENTS

Announcements for the day are made each morning at the beginning of third period over the closed-circuit television system (Mustang Cable System - MCS) or the P.A. system. The announcements include important school information, both national and state pledges as well as a moment of silence. Students should be alert to all announcements. For procedures in submitting an announcement, the student should see his sponsor. Students not wishing to participate in the pledges may be exempt by making a formal written request, signed by a parent and presented to their third period teacher for approval by the principal. This request must be submitted within the first ten teaching days of each semester.

ASBESTOS

Friendswood I.S.D. maintains compliance with federal and state regulations concerning asbestos. Should you desire to review the asbestos management plan for your child's school, a copy of the plan is available in the office of compliance and records control. If you have any questions about the plan or this federally mandated program, please call Joel Hannemann at 281-482-2744.

ASSEMBLIES

Students are expected to conduct themselves in the proper manner at all assemblies.

ATHLETICS

Friendswood provides a full athletic program for the year for those who pay the participation fee. Citizenship of the finest type can and should be developed in our athletic program. It is the intention of the school to sponsor only clean athletics. No student will be used in athletic contests that do not meet the actual requirements of the University Interscholastic League. Failure to meet the requirements will automatically disqualify any athletic participant.

BRING YOUR OWN DEVICE – BYOD

Students attending FHS will be allowed to bring a telecommunication electronic device to school and log onto the student wireless network. Students will be able to access this device during school hours in the following technology zones: the cafeteria, student parking lots, the library, and the hallways. Telecommunication or electronic devices may be used in the classroom upon *teacher approval*. *Students are not to access, use electronic devices/cell phones during classroom instruction. Electronic devices/cell phones will be confiscated and school punishment/consequences will follow.*

FISD administration will not look for or investigate lost or stolen devices. Unclaimed devices will be recycled at the end of the school year. The district is not responsible for missing or lost equipment. The guidelines and regulations outlined in the Student Code of Conduct, FISD Administrative Guidelines, Responsible Use Policy, or the Mustang Manual that pertain to the misuse of telecommunication devices apply to the student's personal telecommunication and electronic devices as well as other school devices.

CLASSROOMS

No food or drink should be brought into any classroom areas or any carpeted areas. Eating and drinking should be confined to the designated areas.

COMPLAINTS BY STUDENTS/PARENTS

A student and/or parent with a complaint regarding possible discrimination on the basis of sex, in any school program, should contact the principal. For a complaint regarding sexual harassment or abuse, see the Standards of Student Conduct. A complaint or concern regarding the placement of a student with disabilities, who is not eligible for special education, or a complaint about the District's programs and services available to the student, should be brought to the Student Services office at 281-482-0687.

COMPUTER LAB

The Friendswood High School Computer Lab consists of 64 Macintosh computers. The lab is open for student use every morning at 7:45 a.m. The lab closes at 4:15 p.m. Monday through Thursday and 3:50 p.m. on Fridays. Library computers are also available for student use (see library policies). Students must have a Responsible Use Policy on file in order to use the Internet. Internet use is restricted to authorized research only (no email, chat rooms, game playing, downloading, or personal applications). During school hours, students must have a signed pass to come to the lab. Printing costs are \$.05 for black ink printouts and \$.25 for color ink printouts. Students will not be charged for printing if they are in the lab with their class. Any violation of lab policies will result in disciplinary action.

Friendswood ISD Student Guidelines Responsible Use Policy

Friendswood Independent School District provides a variety of electronic resources for educational purposes. District electronic resources are defined as the District's network (including the wireless network), servers, computer workstations, mobile technologies, peripherals, applications, databases, online resources, Internet access, email, and any other technology designated for use by students, including all new technologies as they become available. This also includes any access to Friendswood ISD electronic resources while on or near school property, in school vehicles and at school-sponsored activities, and includes the appropriate use of district technology resources via off-campus remote access. Please note that the Internet is a network of many types of communication and information networks, including Web 2.0 resources (Blogs, Wikis, Podcasts, etc.), and is part of the district's electronic resources. Web 2.0 applications offer a variety of 21st Century communication, collaboration, and educational creativity opportunities. In a 21st Century school system, technologies, the Internet, and Web 2.0 tools are essential.

In accordance with the Children's Internet Protection Act, Friendswood Independent School District educates staff and students regarding appropriate online behavior to insure Internet safety, including use of email and Web 2.0 resources, and has deployed filtering technology and protection measures to restrict access to inappropriate content such as those that are illegal, harmful, or contain potentially offensive information. While every effort is made to provide the most secure and optimal learning environment, it is not possible to absolutely prevent access (accidental or otherwise) to inappropriate content. **It is each student's responsibility to follow the guidelines for appropriate and responsible use.**

SOME GUIDELINES FOR RESPONSIBLE USE

- Students must only open, view, modify, and delete their own computer files.
- Internet use at school must be directly related to school assignments and projects.
- Students may be assigned individual email and network accounts and must use only those accounts and passwords that they have been granted permission by the district to use. All account activity should be for educational purposes only.
- Students must immediately report threatening messages or discomfoting Internet files/sites to a teacher.

- Students must at all times use the district's electronic resources, including email, wireless network access, and Web 2.0 tools/resources to communicate only in ways that are kind and respectful.
- Students are responsible at all times for their use of the district's electronic resources and must assume personal responsibility to behave ethically and responsibly, even when technology provides them freedom to do otherwise.

SOME EXAMPLES OF INAPPROPRIATE USE

- Using any electronic resource for illegal purposes including, but not limited to, cyberbullying, gambling, pornography, and computer hacking.
- Disabling or attempting to disable any system monitoring or filtering or security measures.
- Sharing usernames and passwords with others; and/or borrowing someone else's username, password, or account access.
- Purposefully opening, viewing, using or deleting files belonging to another system user without permission.
- Electronically posting personal information about one's self or others that is inappropriate or too revealing.
- Downloading or plagiarizing copyrighted information without permission from the copyright holder.
- Intentionally introducing a virus or other malicious programs onto the district's system.
- Electronically posting media or accessing materials that are abusive, obscene, sexually oriented, threatening, racist, harassing, illegal or damaging to another's reputation.
- Electronically lobbying for political purposes.
- Wasting or abusing school resources through unauthorized system use (e.g., playing online games, downloading software or music, watching video broadcast, participating in chat rooms, etc.).
- Gaining unauthorized access to restricted information or network resources.
- Purposefully utilizing the district's electronic resources in any way that disrupts the use of any computers or networks by others.
- Using any device that permits recording the voice or image of another in any way that either disrupts the educational environment, invades the privacy of others, or is made without the prior consent of the individual(s) being recorded or photographed is prohibited.

EMAIL

- Friendswood ISD staff may arrange for electronic communications, and electronic storage accounts for students on a limited basis for instructional purposes only. As the district provides these accounts, they are considered to be district accounts not personal accounts, and therefore governed by applicable district policies. All communications and data accessible from these accounts are not considered to be private and shall be monitored by district staff.
- Messages and data in violation of this or other district policies may be archived and/or deleted without notification.
- All users of any electronic mail either provided by the District or transmitted through the District's technology resources are required to comply with this Responsible Use Policy.
- Never assume electronic mail is private. Messages relating to or in support of illegal activities must be reported to the authorities and the District will comply with state and federal laws, as well as court orders or subpoenas that will require disclosure.

SPECIAL NOTE: CYBERBULLYING

Cyberbullying is defined as the use of any Internet-connected device for the purpose of bullying, harassing, or intimidating another student. This includes, but may not be limited to:

- Sending abusive text messages to cell phones, computers, or Internet-connected game consoles.
- Posting abusive comments on someone's blog or social networking site (e.g., Facebook, Instagram or Twitter)
- Creating a social networking site or web page that masquerades as the victim's personal site and using it to embarrass him or her.
- Making it appear that the victim is posting malicious comments about friends to isolate him or her from friends.
- Posting the victim's personally identifiable information on a site to put them at greater risk of contact by predators.
- Sending abusive comments while playing interactive games.
- Acquiring and/or sharing media, sometimes manipulating it to embarrass the target.

CONSEQUENCES FOR INAPPROPRIATE USE

- Appropriate disciplinary or legal action in accordance with the Student Code of Conduct and applicable laws including monetary damages.
- Suspension of access to the district's electronic resources.
- Revocation of the district's electronic account(s); and/or
- Termination of System User Account: The district may deny, revoke, or suspend specific user's access to the district's system with or without cause or notice for lack of use, violation of policy or regulations regarding

- acceptable network use, or as a result of disciplinary actions against user.
- Possible criminal action.

ELECTRONIC PERSONAL MOBILE DEVICES

An **electronic personal mobile** device is any personally owned device that is used to communicate, access, create or share media via the internet or an individual's personal data plan. It is our goal that students and teachers collaborate in rich, engaging learning experiences using technology.

FHS & FJH

Students attending FHS & FJH will be allowed to bring an electronic personal mobile device to school and log on to the student wireless network, only. Devices may be used in the classroom upon teacher approval.

Elementary and Intermediate Campuses

Students may bring their own electronic personal mobile device to their classroom when the teacher deems them appropriate for educational purposes. These devices will not be allowed to access Internet content through the district's wireless network while at school.

ALL PERSONAL DEVICES SHOULD BE CLEARLY LABELED WITH STUDENT'S FULL NAME.

Students are responsible for personal property brought to school and should keep personal items with self or in a locked space. Devices should be charged prior to bringing to school. Devices brought by students are not eligible for technical support and must adhere to these responsible use guidelines while on school grounds. The school is not responsible for students who bring their own Internet connectivity via air-cards or data-plan on a mobile device.

In the event the technology is used inappropriately; normal disciplinary consequences may occur.

Disclaimers

1. Friendswood ISD and its individual schools, administrators, faculty, and staff thereof, make no warranties of any kind for the service provided and will not be held responsible for any damage suffered by users. This includes the loss of data resulting from delays, non-deliveries, miss-deliveries, and intrusion by computer virus, or service interruption
2. Use of any information obtained via network access is at the risk of the user, and Friendswood ISD specifically denies any responsibility for the accuracy or quality of the information obtained.
3. Friendswood ISD cannot guarantee complete protection from inappropriate material. Furthermore, it is impossible for the district or content filter to reflect each individual or family's opinions of what constitutes "inappropriate material." If a student mistakenly accesses inappropriate information, he/she should immediately notify a district staff member.
4. Friendswood ISD is not liable for an individual's inappropriate use of district's electronic resources or violations of copyright restrictions or other laws, or for costs incurred by users through use of Friendswood ISD's electronic resources.
5. Friendswood ISD is not liable for any individual's personal device lost, stolen or damaged while at school or on school property.
6. The District will cooperate fully with local, state, or federal officials in any investigation concerning or relating to misuse of the District's electronic resources.

CRIMESTOPPERS

Friendswood High School supports and manages FHS Crime stoppers, an anonymous tip program where students may confidentially report illegal activity at school. The FHS administration team determines the monetary amounts of rewards for tips. Students are encouraged to confidentially report information to any FHS administrator.

FEES

Any required fee or deposit might be waived if the student and parent are unable to pay. Application for such a waiver may be made to the principal. Qualification for free or reduced lunch qualifies a student for exemption of fees.

FIELD TRIPS/EXTRACURRICULAR ACTIVITIES

For a student to be eligible to use alternate travel to or from a school event they must provide a request in writing one day in advance to the coach or sponsor and have an Alternate Travel Permission Slip on file with the coach or sponsor. Any actions by students on campus or in the community, which degrades their extracurricular activity, will result in removal from the program. Students in the work program are allowed to leave at the end of their last class period.

FOOD SERVICES

The District offers free and reduced-price meals based on a student's financial need. Information on this program can be obtained from the Food Services office at 281-996-2596.

LEAVING CAMPUS WITHOUT PERMISSION-CLOSED CAMPUS LUNCH

See Standards of Student Conduct. Students in the work program are allowed to leave at the end of their last class period.

LIBRARY

The Library Media Center of Friendswood High School supports the units of instruction in grades 9-12. Resources in various types of formats and subjects are maintained to encourage innovative thinking through inquiry on topics of personal and scholarly interests. Leisure reading is promoted.

Hours, Services & Equipment

- The Library is open from 7:30am until 5pm
- During class periods, students are required to present a written pass from a teacher or administrator.
- Students, staff, and immediate family members have remote access to the online library catalog and databases 24/7. Login information is available from the library staff
- Self-operating photocopiers are available for a cost during library hours
- Students who have a signed *Responsible Use Policy* on file may use the library computers upon presenting a current student ID.
- Only students under the supervision of a staff member are allowed to use the Writing Lab adjacent to the library.
- Printing from computers cost \$.05 for black and white, \$.25 for color.

Book Loans

Circulating copies are checked out for two weeks and are renewable unless they are reserved by other patrons. Overdue fines are \$.05 per day exclusive of weekends and holidays. The fees for lost and damaged books are those of their replacement costs.

Other Policies & Expectations

- Backpacks, bags, food, and drinks must be stored at the library entrance.
- Materials removed from the library without the proper process is considered theft of school property. Disciplinary action against such an act will be in accordance to the Standards of Student Conduct.
- Fellow students' needs and desire of a quiet place for study, in the library, are to be respected.
- Students are to use library materials, equipment, and furnishings with care.
- Recommendations for the library collections are always welcomed.

LOST AND FOUND ARTICLES

If a student loses an article, he should go immediately to the assistant principal's office and report the loss. It is possible the lost article may have already been turned in. When a student finds something, no matter how small, he should bring the item to the assistant principal's office. Valuable and small items such as jewelry, calculators and ID badges will be kept in the assistant principal's office. Large items such as backpacks and textbooks will be kept in the lost and found bins in the cafeteria. Unclaimed articles will be disposed of at the close of the school year.

LUNCH DELIVERIES

In order to minimize classroom disruptions, parents are discouraged from making lunch deliveries. Please make every effort to send lunches with students in the morning. If you have to make a lunch delivery, please bring it to the visitor's desk. We will attempt to notify the student, but this type of notification does not fall in the emergency category.

MOTOR VEHICLES & PARKING

Licensed drivers are the only students permitted to drive cars to school. The Assistant Principal's office will issue parking stickers during student registration before school starts and during the school year. Students will need to present their driver's license and vehicle(s) information when purchasing a permit. In cases where students drive a vehicle other than their own, such as a rental car or another family member's vehicle, the student will need to come into the assistant principal's office and pick up a temporary permit (at no cost).

All parking permits must be displayed while parked in the school parking lot(s).

PERMITS MUST BE PLACED ON THE BOTTOM CORNER (ABOVE OR BESIDE THE REGISTRATION STICKER) DRIVER'S SIDE OF THE WINDSHIELD.

The sale of parking permits may be cut off at any time. Possession of a permit does not guarantee the holder a parking space in the student parking lot. Any misuse of motor vehicles within the school parking lot or around the school campus will result in some type of disciplinary action, which could include the loss of the privilege to drive a motor vehicle to and from school.

- Students are not allowed to sit in cars or remain in the parking lot after arriving on campus.
- Students who leave school in a vehicle without permission from school personnel, and/or drive other students off campus without permission from school personnel, will have their parking permit revoked for a significant time period:
 - 1st offense: a two-week period
 - 2nd offense: a six-week period
 - 3rd offense: the remainder of the school year
- Students who owe make-up hours will have their parking permit revoked and will have their permit reinstated once they have completed their make-up hours and turned them into the assistant principal's office.
- Any student riding on a motor vehicle in an inappropriate and/or dangerous manner will be assigned ASC for 5 days. This behavior would include "car surfing". This is very dangerous behavior.
- Students will not be allowed to move cars from one parking lot to another during the school day. **Students are not allowed in the parking lot during the school day without a pass from the office or a teacher.** Failure to comply with these policies will result in disciplinary action.

Sophomores, juniors and seniors, who have purchased a parking permit, are the only students allowed to park on campus.

Sophomores:

- A limited number of sophomore permits on a first-come/first-serve basis will be available for the natatorium parking lot **only** – also labeled as lot "F".
- Sophomores must show a valid driver's license before purchasing a permit.

Juniors:

- The section closer to the stadium (the remainder of the stadium lot) is for juniors – labeled as lot "E"; however, both seniors and juniors may park in this parking lot.
- Juniors may park in the natatorium lot – Lot "F" - as well, if the stadium lot is full.

Seniors:

- The front parking lot by Mustang Road ("the senior lot") – labeled as lot "B" is reserved for seniors only and staff as well.
- Again, the stadium parking lot – Lot "D and E" – are for both seniors and juniors.
- Seniors may also park in the parking lot between the tennis courts and Greenbriar Rd. – labeled as Lot "A".
- Seniors may park in the natatorium lot as well – again labeled as lot "F".
- In short, seniors may park in every parking lot on campus except for lot "C" - the parking lot directly behind the cafeteria and front driveway off of Greenbriar Rd. by the flag poles.

All student spots, in all parking lots where there are student spots, are labeled with the word "STUDENT". All staff spots are labeled with the word "STAFF" and all visitor spots are labeled with the word "VISITOR".

VISITOR PARKING IS LOCATED AT THE FRONT OF THE CAMPUS BY THE FLAGPOLES JUST OFF OF GREENBRIAR RD AND IN LOT "A"***

Any visitors **not** including: substitute teachers and dual credit professors from colleges, planning on coming to Friendswood High School, this would also **not** include parents picking up/dropping off students, etc., but rather people planning on coming onto the campus that are not FHS employees, if you plan on coming between 7:45 a.m. and 8:40 a.m. and from 3:20 p.m. to 4:20 p.m., please park in the spots outlined in Lot "A" – labeled as "VISITOR" spots. For all other times during the day all visitors may park in the front parking area by the flagpoles.

The driveway in front of the building is for staff and visitors only. **It is not to be used as an unloading or pick-up area by parents bringing students to and from school. This driveway is used for bus pick-up and drop-off of students, so it is imperative students are not picked up or dropped off during the times mentioned previously and visitors do not attempt to leave or arrive in the driveway at the front of the campus during these crucial times – as this is a safety issue (again visitors may park in lot "A" if arriving or leaving during the times mentioned above).** The maintenance area between the two air conditioners is a red zone - cars parked in this area will be towed away.

Failure to park vehicles in designated areas and spaces will result in the issuance of a ticket and/or the loss of driving privileges. Cars parked in the red (no parking zones) will be towed away. **Cars parked illegally or without a sticker will be ticketed and fined \$15.00.**

STUDENT DROP-OFF/PICK-UP

Bus riders

Buses will pick students up from the high school and drop them off at the front of the campus. When students arrive, they are to walk along the sidewalk, adjacent to lot “A”, and enter the building through either the senior mall or the freshman mall. After the 7th period bell rings, at the end of the school day, students need to head towards the end of the senior mall, on the lot “A”, side of the campus. Students will again walk along the sidewalk adjacent towards lot “A” towards their bus upon its arrival.

Car riders

Students may be dropped off and/or picked up in any of the following three locations:

1. Lot “A” (lot located between Greenbriar Rd. and tennis courts).
2. Lot “B” (lot located between Greenbriar Rd. and the Math and Science building – often referred to as the “senior lot”)
3. Lot “D” (lot located between the annex building and the stadium lot – often referred to as the “annex lot”)

A MAP ON MOTOR VEHICLES, PARKING, AND STUDENT DROP-OFF AND PICK-UP IS AVAILABLE AT THE FHS WEBSITE UNDER THE SECTION TITLED “MUSTANG MATTERS”. PLEASE VISIT THE WEBSITE AND REVIEW THIS INFORMATION AND CONTACT THE ASSISTANT PRINCIPAL’S OFFICE IF YOU HAVE ANY QUESTIONS

BAND PRACTICE AND HOME FOOTBALL GAMES

Due to band practice students parked in the stadium parking lot, parking lot “E” will need to move their vehicles, by 4:30 p.m., on **Mondays, Tuesdays and Wednesdays** throughout the fall semester, out of the stadium lot. Students may move their vehicles after school, on these days, from the stadium parking lot to a different student parking lot such as the: annex lot, natatorium lot and or the senior lot – if they plan to remain on campus after 4:30 p.m. This information is posted on signs in the stadium parking lot. All vehicles remaining in the parking lot after 4:30 p.m., on these days (in the stadium lot), will be towed to a different student parking lot, and a towing fee will be charged to the student as well.

On Fridays, during the fall semester when FHS is hosting home, varsity football games, students and visitors parked in the annex lot and the stadium lot, will need to move their vehicles by 4:30 p.m. (Any student or visitor parked in the above-mentioned lots, on these days, **with a current, home-game parking placard** will **not** need to move their vehicle(s)). Any vehicles parked in these parking lots after 4:30 p.m., **without** a current, home-game parking placard, **may be towed** to another parking lot or a different location.

The FHS administration will review the above-mentioned information with the entire student body as it pertains to motor vehicles and parking at the beginning of the school year.

ON-CAMPUS LUNCH

Friendswood High School is a closed campus for lunch. Students are not permitted to leave for lunch. Students are expected to leave their eating area clean.

PARENT INVOLVEMENT

Education succeeds best when there is a strong partnership between home and school, a partnership that thrives on communication. Parents are partners with teachers, administrators, and the Board and are encouraged to become a school volunteer. For further information, contact the principal's office at 281-482-3413, or the Public Information office at 281-992-1050.

Participate in campus parent organizations. The activities are varied, ranging from the Parent Teacher Organization (PTO), an organization's booster club, to the District and campus planning committees formulating District and campus plans to improve educational opportunities for all students. For further information, contact the principal's office at 281-482-3413.

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

The Pledge of Allegiance bill requires students to recite the Pledge to the United States and Texas flags. There must also be a moment of silence after the Pledges

PROHIBITED ITEMS

Items such as those listed below, but not limited to, may be confiscated and not returned:

All weapons	Cameras	Chains
Energy Drinks	Hats/caps	Anti-energy drinks
Laser pointers	Lighters/matches	Piercings
Skateboards	Spikes	Vaporizers/e-cigarettes
Paraphernalia		

FHS is not responsible if these items are lost or stolen. The administration will not look for these items if lost or stolen.

PUBLICATIONS

Students have the right to possess any forms of literature that do not disrupt or interfere with the educational process, including, but not limited to, newspapers, magazines, leaflets, and pamphlets. All written material over which the school does not exercise editorial control, that is intended for distribution to students shall be submitted to the building principal for review, who may take up to one working day for the purpose of reviewing the publication, before it is posted or distributed on campus. All publications edited, printed or distributed in the name of or within Friendswood High School shall be under the control of the school administration and the Board.

Students have the responsibility to use only those bulletin boards or wall areas designated for use by students and student organizations, and must also accept responsibility for the effect that the posting publication, or distribution of this literature might have on the normal activities of the school.

RESIDENCY

Students must be residents of Friendswood ISD in order to attend FISD schools. Proof of residency must be provided to the campus registrar at the time of registration. Proof includes a current utility bill or lease agreement with name of parent / guardian and physical address. Any person who knowingly falsifies information on a form required for a student's enrollment in the District shall be liable to the District for full tuition if the student is not eligible for enrollment. Presenting a false document or record under Section 21.0313 of the Texas Education Code is an offense under Section 37.10, Penal Code. Students found to be residing outside of the District's boundaries will be immediately withdrawn from school.

SEARCHES BY TRAINED DOGS

The use of sniff dogs, sometimes referred to as drug dogs, are limited only to objects under the school's control or situated at school; such as, lockers, desks, cars, and backpacks. Searches for contraband such as alcohol, drugs, firearms, and explosives are provided by trained dogs and may occur at any time. Periodically, dogs will be brought into classrooms to search rooms, desks and student belongings once the students have been removed from the room. Student lockers are also subject to search. The sniffing of objects on school property by dogs does not constitute a search under the Fourth Amendment to the U.S. Constitution. *Horton v. Goose Creek ISD*, 690 F. 2d471 (5th Cir. 1982), cert denied, 103 S. Ct. 3536 (1983). Therefore, an alert by a sniff dog can provide the basis for a further search of the object.

Under the law, school officials can search objects if they have reasonable suspicion that contraband lies therein. *New Jersey v. T.L.O.*, 105 S. Ct. 733 (1985). Objects upon which dogs have alerted can be searched without the necessity of consent, including the student's consent. If a student refuses to give his/her consent for his/her vehicle to be searched, a master locksmith will be called to open the vehicle. Every effort will be taken to insure the vehicle is not damaged if a search is made.

SCHOOL CALENDAR

In order to avoid conflicts in scheduling school events and activities, a school calendar is maintained in the Principal's office. School organizations planning activities should check the office calendar for possible conflicts. If the principal approves the activity, it will then be posted on the calendar of events. The calendar is on the school website and is updated monthly.

SCHOOL DANCES

The hours for any school dance are 9:00 p.m. to 12:00 p.m. No student may leave the cafeteria breezeway area during the dance and return.

SCHOOL ORGANIZATIONS

Students shall not be denied the privilege of participating in extracurricular organizations as long as they meet U.I.L. requirements and requirements set by the administration and approved by the Board. Students are expected to abide by the by-laws of these organizations as long as they do not conflict with the Standards.

SCHOOL PUBLICATIONS

The Lariat

The school publishes its own school newspaper. The newspaper staff is selected by the sponsor on the basis of scholastic achievement, willingness to work, cooperative attitude and talent in writing and organization. Journalism I is required.

Roundup

The school also edits a yearbook that records the highlights of the year's activities. The yearbook staff is selected by the sponsor on the basis of scholastic achievement, willingness to work, cooperative attitude and talent in writing and organization. Journalism I is required.

Publication Editor

It is the duty of a publication (yearbook and newspaper) editor to oversee all steps of the publication process. Anyone considering the responsibility of editor must be able to spend a considerable amount of time during the summer break and after school during the school year.

In order to be considered and maintain good standing as an editor for either the newspaper staff or the yearbook staff, the student must meet and maintain the following requirements:

- Be in continuous attendance from the first week of school the second semester of the current school year at Friendswood High School.
- Complete an application for the sponsor with at least three positive teacher recommendations and a parent signature.
- Complete Journalism I and one year of either newspaper or yearbook class.
- Maintain the state requirements for attendance.
- Maintain an overall "C" average for the current school year. If an editor receives an "F" for any nine weeks, he or she will be put on probation until the following grading period. If the editor fails to raise the grade to passing, he or she will relinquish his or her position.

SCHOOL RESOURCE OFFICER (SRO)

Through a memorandum of understanding involving the Friendswood Police Department and the Friendswood Independent School District, the School Resource Officer Program is available at Friendswood High School. Our School Resource Officer (SRO) serves our students as a mentor and liaison to create a positive environment and relationship between the school and the police department. Additionally, the SRO provides security for students and staff while serving in his/her capacity as a police officer in the enforcement of the laws of the state of Texas and the city of Friendswood. This may include issuing citations for infractions such as, but not limited to fighting, theft, truancy, profanity and assault.

SENIOR SKIP DAY

Any student that takes part in "senior skip day" will lose all exemptions and forfeit going to senior field day.

SEXUAL HARASSMENT

Students must not engage in unwanted and unwelcome verbal or physical conduct of a sexual nature directed toward another student or a District employee. This prohibition applies whether the conduct is by word, gesture, or any other sexual conduct, including requests for sexual favors. All students are expected to treat other students and District employees with courtesy and respect; to avoid any behaviors known to be offensive; and to stop these behaviors when asked or told to stop.

A substantiated complaint against a student will result in appropriate disciplinary action, according to the nature of the offense. See the Standards of Student Conduct for information regarding disciplinary sanctions. The District will notify the parents of all students involved in sexual harassment by student(s) when the allegations are not minor, and will notify the parents of all incidents of sexual harassment or sexual abuse by an employee. The District encourages parental and student support in its efforts to address and prevent sexual harassment and sexual abuse. To the greatest extent possible, complaints will be treated as confidential. Limited disclosure may be necessary to complete a thorough investigation.

Students and/or parents are encouraged to discuss their questions about the expectation in this area. A complaint alleging sexual harassment by another student, or sexual harassment or sexual abuse by a staff member may be presented by a student and/or parent in a conference with the principal or designee or with the Title IX coordinator. The principal or Title IX coordinator will coordinate an appropriate investigation.

The student will not be required to present a complaint to a person who is the subject of the complaint. If the solution of the

complaint is not satisfactory to the student or parent, the student or parent within ten days may request a conference with the Superintendent or designee by following the procedure set out in Board policy FNCJ (LOCAL). If the solution by the superintendent or designee is not satisfactory, the student or parent may present the complaint to the Board as provided by policy.

SMOKING/USE OF TOBACCO/POSSESSION OF TOBACCO/MATCHES, LIGHTERS

For consequences, see Standards of Student Conduct.

SOCIAL CONDUCT, DRESS, AND APPEARANCE

Students are expected to refrain from public display of affection on the school campus. Violations of this are subject to disciplinary action. Proper dress and grooming are the responsibilities of the student, parent, and school. Each should discourage extremes. The school is charged with the responsibility of building proper values, quality citizenship, and maintaining a school climate that results in academic benefits for the student body. Proper dress and grooming are considered a part of the educational program.

FISD DISTRICT DRESS CODE

The Friendswood Independent School District (FISD) maintains dress and grooming standards because students should dress and groom themselves in a manner considered acceptable and appropriate by the community. FISD believes the business of school is learning, and school dress and grooming standards should support the learning environment, along with promoting a safe, orderly learning environment. The FISD Dress Code is also established to teach grooming, hygiene, instill discipline and modesty, teach respect for authority, and prepare students for the future. School is a place of business, therefore the dress and grooming of a student should reflect the serious intent of one who is going to work. Accordingly, dress and grooming standards should promote a business-like atmosphere which is comfortable, but not too casual, free from disruption, and easily enforced by teachers and administrators.

The parent and student shall be responsible for ensuring the student is in compliance with all aspects of the Dress Code when the student enters the school premises, and during the time the student is on school premises during school hours. Each student and parent shall be responsible for ensuring compliance with the standards presented in the campus Manual/Handbook. Failure to comply will result in the student being required to change clothes, and/or correct the infraction to meet the standards. Any clothing deemed inappropriate for the educational setting by the administration; along with the ruling of the building principal regarding compliance or non-compliance with the Dress code and the corresponding consequences assigned for the violation are final. Students whose religious beliefs require exemptions from the District's Dress Code in any way may be granted an exemption, provided the student presents a written statement, expressing a religious objection to the Dress Code which the District determines valid.

The student and parent may determine the student's personal dress and grooming, provided the following standards are met:

1. Hair must be a color that can be grown naturally, neat and well groomed. Mohawk type haircuts, distracting styles, hair carvings, shaved designs or lines are not permitted.
2. Hats, caps, sport-type headbands, or any other types of head covering garments are not to be worn on campuses during school hours. No hooded sweatshirts should be worn with the hood on inside the building. Bandanas may not be worn or carried.
3. Students must be clean shaven. Goatees, beards and moustaches or any other facial hair are prohibited.
4. A modest appearance must be maintained when standing, sitting, or bending.
5. Inappropriate clothing includes, but is not limited to strapless garments, spaghetti straps, low-cut shirts, tube tops, open underarm shirts, see-through/fishnet shirts, tank tops, pajama tops or bottoms, boxer shorts, and clothes which exposes the midriff or the underarm. *At the Pre-Kindergarten through 5th grade levels, tank tops are acceptable with straps wider than a 3-finger width strap. At the 6th through 12th grade levels, all shirts/blouses/dresses are to have fully attached sleeves, shoulders must be covered at all times.*
6. Pants or shorts shall be appropriately sized and worn at the natural waist with or without a belt. Oversized or excessively baggy clothes are not permitted.
7. Shorts, skirts, or dresses, to include top of slit on short, skirt or dress, must be middle fingertip length.
8. Cut-offs and jeans with tears above the knee are not permitted.
9. Leggings, yoga pants, spandex, biking shorts, or similar material (except those that are worn in a school sponsored activity) cannot be worn unless they are covered by shorts, a skirt/dress or shirt which meets the middle fingertip length.
10. Appropriate undergarments must be worn, and must not be visible at any time.
11. Full-length coats, such as those commonly referred to as "trench" coats are not permitted.

12. Non-wheeled shoes are to be worn at all times. House shoes/slippers are not permitted.
13. Permanent or non-permanent tattoos, along with writing, drawing or stamping on the skin cannot be visible.
14. Body piercings are limited to the ear. Plugs, tunnels, and spacers are not permitted, along with eyebrow, nose and tongue rings.
15. Jewelry, heavy chains or trinkets may not be noisy or distracting. Any accessory which could be deemed unsafe, to include, but not limited to spiked bracelets/chokers/watch-bands, dog collars, or locks.
16. Any clothing or accessory which may be deemed to represent gang affiliation (real or implied) are not permitted, along with any clothing or accessory which may be deemed to be offensive or degrade any student population. This includes Gothic style dress.
17. Any clothing or accessory which advertises or is related to alcohol, tobacco, drugs, sex, or any other substances students are prohibited from having at school, are not permitted. Students may not wear suggestive or inappropriately located decorative patches, insignia, or clothing with improper advertising, pictures, slogans or statements.
18. Clothing or accessories that in any way suggest disrespect for the American flag are not permitted. Slogans or drawings representing local, country, state or federal detentions are not permitted.

Extracurricular Activities

All groups representing the school or school organizations are expected to put their “best foot forward” in public. Therefore a coach, band director, drill team sponsor, student council sponsor, etc., may require members to wear ties or dress in a more formal style.

If hairstyle or type of dress interferes with the performance or efficiency of student’s participation in athletics or any extracurricular activity, the student shall be required to change the hairstyle or the attire or cease to participate. Any student who represents the school or any athletic team or is a member of any school organization must remember that public opinion and public scrutiny is always present. The team morale, attitude of athletic contest officials, and the accepted public standards must be considered. A student represents the school first and foremost and individual preferences as to hairstyles and dress attire must be sacrificed if such individual preferences serve to deteriorate the general effectiveness of a team or organization.

Dress Code Violations

Violations of the dress code may result in disciplinary action being assigned. If the student’s dress or grooming is objectionable under these provisions, the principal or designee shall request the student to make appropriate corrections. Students who violate provisions of the dress code will be given the opportunity to have parents bring appropriate clothing to school or to pick up the student. If a parent cannot be contacted the student will be placed in A.S.C. Students will receive disciplinary action for any violation of the school dress code. (See Code of Conduct)

SPECIAL PROGRAMS

The District provides special programs for gifted and talented students, bilingual students, dyslexic students, and for those with disabilities. A student or parent with questions about these programs should contact a counselor; the coordinator of each program can answer questions about eligibility requirements and programs and services offered in the district or by other organizations. Pamphlets are available, in the counseling center, describing each special program. A pamphlet is placed in each student's registration packet. Information on special programs is also available in Spanish.

The ESL program in FISD is primarily immersion in the regular classroom with classroom accommodations and a pullout component where identified students work individually or in a small group with a certified ESL teacher. A pamphlet describing the ESL program at FHS is available in the Counseling Center and is placed in student's' registration packets at the beginning of the year.

STUDENT GOVERNMENT

Students have the right, under the direction of a faculty advisor, to form and operate a student government within their respective schools.

ELECTRONIC DEVICE

See Student Code of Conduct.

THEFTS

Thefts may be reported to the police. All thefts should be reported to the assistant principal.

TITLE IX

The Board of Trustees heretofore adopted all of the provisions applicable to final Title IX regulation implementing education amendments of 1972.

UNAUTHORIZED PUBLICATIONS

The publishing or distribution of any unauthorized publications either electronic or paper will result in disciplinary action. Materials, which are distributed or displayed on campus, must be cleared by the principal or his designated representative.

VISITORS (NON-SCHOOL)

Anyone who is not a registered student at Friendswood High School must have permission from an administrator to be on the FHS campus. Students suspended, expelled or who have been withdrawn from FHS or students attending any other high school may not be on the campus for any reason. **If a person has business to conduct on campus, he/she must talk with an administrator by telephone.** Failure to comply with the above policy may lead to criminal trespass charges being filed.

WEAPONS

Knives, guns, including stun guns, and other instruments that are potentially dangerous are not to be brought to school. If these items are brought to school they will be confiscated and consequences listed in the Code of Conduct will be applied.

Friendswood ISD Visitors on Campus – V-Soft Registered Sex Offender (RSO) Alert Action Steps

If the RSO is a parent:

1. The receptionist/secretary or other person receiving the “ALERT” on the computer should immediately notify the Principal, Assistant Principal or other designated administrator on the campus about the presence of the RSO.
2. The principal, assistant principal, security personnel or designee should watch or stay with the RSO while he/she is on campus.
3. *At NO TIME shall any registered sex offender be permitted to mingle with the student population or walk through the school unescorted.*
4. *Registered Sex Offenders are not permitted to eat lunch with their children in the lunchroom. Those wishing to do so will be provided a separate area (not in the lunchroom and under supervision).*
5. *Registered Sex Offenders who require a teacher conference shall do so when other children are not in class and separated from the student population (i.e. before or after school in the office area).*
6. *Registered Sex Offenders shall conduct their business in the front office area only.*
7. If the RSO is not cooperative with the administrator’s directives, then the campus security personnel or district security manager should be notified via Nextel or telephone for assistance. If the situation escalates prior to response from security personnel, contact local law enforcement via 911.

If the RSO is not a parent:

1. The receptionist/secretary or other person receiving the “ALERT” on the computer should immediately notify the Principal, Assistant Principal or other designated administrator on the campus about the presence of the RSO.
2. If the RSO is a non-parent, including contractor or vendor, access to the campus or building should not be allowed.
3. If the RSO is not cooperative with the administrator’s directives, then the campus security personnel or district security manager should be notified via Nextel or telephone for assistance. If the situation escalates prior to response from security personnel, contact local law enforcement via 911.

NOTE: In all cases, end users should not panic. This person could be a parent with a past history, which may have happened a long time ago. End users should not react any differently than with other visitors.

False Matches

While we are requiring visitors to produce a state-issued ID, we realize there may be some occasions where this is not possible. In that event, you may request another form of picture identification which provides name and date-of-birth. The system only checks first name, last name and date-of-birth. Therefore, it is possible to have a “false match” of someone with the same name and birthdate. Some states use age instead of date-of-birth as a database field. Therefore, it increases the chance of a “false match” in a person which may have the same first name, last name and be of the same age as a registered offender. Comparing the picture on the computer alert with the person checking in is the best way to determine if the match is legitimate. If there is no picture on the computer alert, the following items may be checked for verification: middle name, description (race, eyes, height, etc.), and incarceration status.

Note: The State of Indiana’s data base contains many records with no photograph. It is not uncommon to get a match from Indiana without a photo. When “false matches” are noted on the computer, Raptor Technologies verifies the submission and will contact the district if the match is, indeed, accurate. If you get a “false match” and the visitor becomes aware of the match, please assure them that the system only searches on name and date-of-birth. This should alleviate any concerns of identity theft.

WHAT TO DO IF

STUDENTS

You Have to Leave School before Dismissal Time

Always check out through the attendance office. Present note or obtain permission from parents in the Assistant Principal’s office.

You Are Absent

Bring a written excuse from your parent explaining the reason for your absence. Take your excuse to the attendance office and obtain an Admit to Class as soon as you come to school. Always check in to school at the attendance office when you have been absent.

You Become Ill at School

Report to the clinic. If it is necessary for you to go home the nurse will call your parents.

You Lose Your Book or Other Property

Check in the lost and found department in the reception/attendance office for your lost items. If the lost object is not found here, report the loss to the office.

There Is a Fire Drill

At the sound of the fire alarm get up immediately and march out of the building in a quiet and orderly manner with your group.

You Are Tardy

Report to your class.

You Have to Pay for a Lost Textbook

See the Bookkeeper in Assistant Principal’s suite.

You Have Personal Problems

See the Counselor.

You Have Schedule Difficulties

See the Counselor.

PARENTS/GUARDIANS

You Need to Check Your Child Out of School

Enter the building at the main entrance off of Greenbriar. Check in at the visitor’s desk.

You Need to Send Your Child a Note, Item He/She Needs, Lunch, Money for Lunch, etc.

Enter through the front doors. Report directly to the visitor desk. The item will be delivered to your child. DO NOT go to any other part of the building.

You Have Scheduled a Conference with a Teacher, Administrator, or Counselor.

Park in front of the school off Greenbriar in visitor parking. Enter through main entrance. Check in at the visitor desk. The teacher will be notified and will meet you at the reception area. You will be escorted to the administrator or counselor's office for your appointment. In an effort to heighten security in our building, it is very important that parents follow these guidelines. With the exception of the doors in the front, all outside doors will be locked at 8:30 a.m. each day.

CAMPUS PLAN FOR RELEASING STUDENTS TO PARENTS IN EMERGENCY SITUATIONS

The FHS release plan will be put into effect with an announcement by a designated administrator. Students will be released by grade level and escorted by their teachers to the designated areas. All students that drive and their siblings will be released to drive home. The student that drives will report to the sibling's classroom and check out that student. Teachers will document which students are released to drive home and bring that documentation with them to their specific release area when they are dismissed.

Seniors and Juniors: Teachers escort to auditorium

Administrator: Nancy Lockhart & Susan Kirkpatrick

Parents report to the auditorium outside door - the senior parking lot "B" to pick up their student.

Sophomores: Teachers escort to cafeteria

Administrators: Kim Cole & Glen Newsom

Parents report to the back of the cafeteria parking lot, lot "C", to pick up their student.

Freshmen: Teachers escort to girls' gym.

Administrators: Delaney Lyon, Chad Jones & Paul Tucker

Parents report to the girl's gym outside door of parking lot "A", to pick up their student.

Teachers are on their planning period or conference period should report to Mr. Griffon's office for instruction.

Options and 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 the person listed below to learn about the district's overall general education referral or screening system for support services. This system links students to a variety of support options, including referral for a special education evaluation. Students having difficulty in the regular classroom should be considered for tutorial, compensatory, and other academic or behavior 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 informed written consent for the evaluation. The district must complete the evaluation and the report within 60 calendar days of the date the district receives the written consent. The district must give a copy of the report to the parent.

If the district determines the evaluation is not needed, the district will provide the parent with a written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parent of their rights if they disagree with the district. Additionally, the notice must inform the parent how to obtain a copy of the *Notice of Procedural Safeguards - 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:

Contact Person: Samantha Eubanks

Phone Number: 281-482-3413

Opciones y requisitos para proporcionar ayuda a los estudiantes que tienen dificultades en el aprendizaje o que necesitan o pueden necesitar educación especial

Si un niño está experimentando dificultades en el aprendizaje, el padre puede comunicarse con la persona mencionada más abajo para enterarse sobre el sistema de estudios de diagnóstico y de recomendación de la educación general del distrito para los servicios de apoyo. Este sistema conecta a los estudiantes con una variedad de opciones de apoyo, incluyendo la

recomendación para una evaluación para educación especial. Los estudiantes que tienen dificultades en el aula normal deberán ser considerados para tutoría, servicios compensatorios y otros servicios de apoyo disponibles para todos los estudiantes.

En cualquier momento, un padre tiene derecho a solicitar una evaluación para los servicios de educación especial. Dentro de un período de tiempo razonable, el distrito debe decidir si la evaluación es necesaria. Si la evaluación es necesaria, el padre será notificado y se le pedirá que dé consentimiento para la evaluación. El distrito debe completar la evaluación y el informe dentro de los 60 días de calendario desde la fecha en que el distrito reciba el consentimiento por escrito. El distrito debe darle una copia del informe al padre.

Si el distrito determina que la evaluación no es necesaria, el distrito proporcionará al padre una notificación por escrito que explica el motivo por el cual el niño no será evaluado. Esta notificación por escrito incluirá información que le explica al padre los derechos que tiene si no está de acuerdo con el distrito. Además, la notificación debe informarle al padre la manera de obtener una copia de la *Notificación de las Salvaguardas del Procedimiento – Derecho de los Padres de Estudiantes con Discapacidades*.

La persona designada con quien puede comunicarse en relación a las opciones que tiene un niño que experimenta dificultades en el aprendizaje o para una recomendación para la evaluación para educación especial es:

Nombre de la persona: Samantha Eubanks

Número de teléfono: 281-482-3413

FISD Medication Policy

Dear Parent or Guardian:

To comply with Texas State Law and the local Friendswood Independent School District school board policy, the following restrictions apply to the taking of medicine by students while at school:

1. Prescription and nonprescription medicine must be in the original container. Prescription medicine must be in a container with the pharmacy label specific for that student, medication strength and dosage.
2. Non-prescription medicine labels must include all of the following:
 - a. a. Indication for usage
 - b. b. Dosage appropriate for age and weight
 - c. c. Active and inactive ingredients
 - d. d. Side effects/warnings
3. If prescription or nonprescription medicine must be given during the school day, it must be accompanied by a note signed by a parent or guardian giving authorized personnel directions for its administration (time and dosage).
4. School personnel may not administer any medicine, including acetaminophen and ibuprofen, unless it is provided in the appropriate manner as stated above.
5. SHELTER-IN-PLACE MEDICATIONS: If your student takes daily medications at home and he/she cannot go two days without it, please contact the school nurse so she can discuss storing extra medication in the clinic for your child.

All medicine is to be brought to and kept in the school clinic. These restrictions are necessary for the protection of the health and safety of your child. We will appreciate your cooperation in this matter.

INFORMATION ON PESTICIDES

This school periodically applies pesticides. Information concerning these applications may be obtained from the Friendswood ISD Support Center, 404 Laurel, Friendswood, Texas 77546, (281) 482-2744.

SEVERE WEATHER

Occasionally, the threat of severe weather makes it necessary to dismiss school earlier than usual in order for buses and cars to be able to travel the normal routes. Examples of such problems are rapidly approaching hurricanes, or rapidly dropping temperatures that make freezing rain and road glazing a distinct possibility.

Please be assured when severe weather is a threat to this area, your school officials maintain a constant watch on changing weather conditions and stand ready to take the necessary actions for the dismissal of school and the immediate return of students to their homes if and when such circumstances warrant.

You, as a parent, can contribute to the welfare and safety of your children by observing the following recommendations:

1. Keep yourself well informed about the development, location and movement of threatening weather.
2. Recognize the possibility of an early school dismissal, which would result in your child's return to home at an earlier time than usual and be prepared for such an event.
3. If during a severe weather threat, you know you will not be at home and you have a young school child requiring adult supervision, please contact your principal regarding other arrangements you have made for the child's care in case of an early dismissal.
4. If the severe weather poses a definite threat, feel free to pick up your child at school without telephoning in advance. Unnecessary phone calls will only tie up the lines and delay the process of getting all students safely to their homes. Do be sure, however, that your child is checked out through the school office.
5. Listen to radio stations KIKK, KTRH, KILT, and TV Station KTRK, local Network affiliated TV station, for announcements concerning the dismissal or cancellation of school or the time when classes will be resumed if such dismissal or cancellation becomes necessary. You can also listen to the local radio station, 1650 AM.

Friendswood is a member of District 24-6A. Other schools included in this district are as follows: CCISD, Alvin, and Dickinson.

DIRECTIONS TO AREA SCHOOLS

ANGLETON - Hwy. 528 to Alvin, left on Hwy. 35. Stadium is on the right as you enter Angleton. Basketball and Track are at the new High School. Turn right on Henderson Road; the High School is 1-½ miles on the right.

BAY CITY - Hwy. 528 to Alvin, left on Hwy. 35, in Bay City turn right on Sycamore, cross RR, school is on the right.

LE TULE PARK - Continue on 35 one mile South of town, cross Colorado River, the Park is on the left.

BAYTOWN STERLING - Bay Area Blvd. right on Port Rd, left on Hwy. 146, Loop 201, left on Garth, right on Baker to school. or Beltway I, across toll bridge, right on I-10 to Garth Rd. Exit right on Garth for 2 1/2 miles; left on Baker. School on left. Stalworth Stadium - Continue on 146 to Cedar Bayou Crossing, turn left to Stadium.

BRAZOSPORT - Hwy. 528 to Alvin, left on Hwy. 35 to Angleton, left on Hwy. 288 to Freeport. Stadium is on right, gym and parking on left.

BRAZOSPORT JR. COLLEGE - On Business Hwy. 288 as you enter Clute there is a sign on the right on College Drive. Turn right, college on right.

BRAZOSWOOD - Hwy. 528 to Alvin, left on Hwy. 35 to Angleton, left on Hwy. 288, right on College Drive (sign to Brazosport Jr. Col.) Left on Old Angleton Road, Right on Brazoswood Drive.

BROOKSHIRE ROYAL - Hwy. 518 thru Pearland, right on Hwy. 288, left on Loop 610 S, left on I 10, exit at Brookshire, right on FM 359, 3 blks., turn left, 2 blks., turn right. The school is on the right.

BUTLER FIELD HOUSE - I45 North to Loop 610 West, Exit South Main, Go South (Left), Stadium/Field House 7 to 8 miles on the left.

CALHOUN (PORT LAVACA) - Hwy. 528 to Alvin, left on Hwy. 35, to Blessing, right on FM 616, just outside of town take a left on FM 1862 to Hwy. 35. Right on Hwy. 35. Stadium on the left of 35 and high school on the right.

CHANNELVIEW - FM 2351, left on I 45, right on Beltway 8., right on I 10 E, exit at Sheldon Road. Turn left under Fry. High School is a few blocks on the right.

CLEAR CREEK ISD CHALLENGER COLUMBIA STADIUM - 1955 W. Nasa Blvd Webster, Texas 77598

CLEAR CREEK - East on Hwy. 518. Where 518 turns right continue on 2094 about 1/2 block to CCHS parking lot.

CLEAR LAKE - On left side of Bay Area Blvd. across from U of H Clear Lake City.

COLUMBIA - Hwy. 528 to Alvin, left on Hwy. 35 to Columbia. After Hwy. 35 turns left, turn left on Loggin Street to stadium.

CROSBY - Go out 2351 to Interstate 45, head North on 45. Exit on Beltway 8 and head East (right). Turn right on Highway 90, turn left on FM rd 2100. High School is on the left.

DANBURY - Hwy. 528 to Alvin, left on Hwy. 35, left at Danbury sign, right at first street.

DAYTON - See Crosby directions. Stay on Hwy. 90 past Crosby cutoff to Dayton.

SCHOOL - Turn right on Hwy. 146, school is on left.

STADIUM - Past 146, turn rt. On Cleveland St.; visitor parking is behind Woodrow Wilson Jr. High.

DEER PARK - I45 to Beltway 8 East

SOUTH CAMPUS - Right on St. Augustine, school on right.

NORTH CAMPUS - Right on St. Augustine, left on Center, right on 2nd Street, cross Ivy, Gyms are on right.

DICKINSON - South on I 45, left on Hwy. 517:

STADIUM - Thru Dickinson, before RR tracks and one block past Video St., turn left, Stadium is on left.

GYMS - Continue on 517 after you cross RR about 3 miles. School is on the left.

DOBIE, J. FRANK - FM 2351, left on FM 518, right on Dixie Farm Rd., left on Blackhawk, 10220 Blackhawk

MEMORIAL STADIUM - East on FM 2351, left on Hwy. 3, right on Genoa, left on Burke, cross Spencer, Stadium on right.

DULLES - Hwy. 528 to Alvin, left on Business 35, right on Hwy. 6, right on Hwy. 59, take Sugarland exit and stay on feeder to Hwy. 90A and turn right, right at Dulles Avenue, High School is on right.

KEMPNER STADIUM - Hwy 528 to Alvin, left on Business 35, right on Hwy. 6, right on Hwy. 90A left on Eldridge, left on 7th Street. **FRANKIE FIELD** - **MERCER STADIUM** - **WHEELER**

EAST BERNARD - Hwy. 528 to Alvin, left on business 35, right on Hwy. 6, left on Hwy. 59, veer off to right at Hwy. 90A to East Bernard, left on Hwy. 60, left onto College to the school.

EISENHOWER - North on I 45, left at Little York, right on Antoine to 7920 Antoine.

THORNE STADIUM - North on I 45, right at North Belt, right on Aldine Westfield, stadium is two blocks on right.

ALDINE STADIUM - North on I 45, exit at West Road.

EL CAMPO - Hwy. 528 to Alvin, left on Business 35, right on Hwy. 6, left on Hwy. 59 to El Campo, right on Avenue I.

K.C. PARK - Hwy. 59, exit on Hwy. 71, left for one mile, turn left at swimming pool.

FOREST BROOK- SCHOOL - 610 E. to Holmstead, rt. to Tidwell, rt. for 1 1/2 blocks, school is on right.

STADIUM- 610 E., exit 90 to rt. in about 1 mile, take 527 (Mesa Rd.) to left, pass Tidwell, Jones Cowart Stadium (Old "Smiley" Stadium) is on left before Little York.

FURR - 610 E (over ship channel) to I 10 E, right on I 10 E to 1st, exit (Mercury), left on Mercury to school. (Sports at Delmar Stadium.)

GALENA PARK - I 45 to Gulfgate, East on 610, after ship channel, exit Clinton (Galena Park), rt. on Clinton, left on Keene, stadium and school are on left after about 5 blocks.

GALVESTON BALL – 1429 27th Street, Galveston, Courville Stadium, I-45 S towards Galveston, turn right on 27th Street, arrive at 1429 27th Street on the right.

HUMBLE - I 45, Hwy. 59 North, exit at Humble, stay on feeder, right on FM 1960, right on Wilson Road, school on left.

KING, C. E. - North on I 45 to Gulfgate, East on Loop 610, exit at Wallisville exit and stay on feeder to McCarty where you turn right. Go five or six miles to C. E. King Pkwy. and turn left, go one mile turn right onto Crenshaw Lane, pass one school and the stadium is on the left.

KINGWOOD - I 45, North on Hwy. 59, right at Kingwood Drive, High School on left at the back of Kingwood subdivision.

KINKAID - Hwy. 518 through Pearland, right on Hwy. 288, left on S Loop 610, exit at San Felipe Road and go left under loop, cross Voss Road and school will be on left.

LAMAR CONSOLIDATED - Hwy. 528 to Alvin, left on business 35, right on Hwy. 6, left on Hwy. 59, exit FM 2218 and turn right, 3rd black top road turn left (FM 1640), go one mile to Lamar Stadium.

LA MARQUE - South on I 45, left on Hwy. 1765, right on Duroux to Gym.

STADIUM - South on I 45, left on Hwy. 519, veer to right to Main Street, left on Bayou, right on Scott Street, stadium on left.

LA PORTE -East on Beltway 8 to Fairmont Pkwy., right on Fairmont Pkwy. School on the left just past Old Hwy. 146.

LIBERTY - East on Beltway 8 to I 10, right on I 10, left on Hwy. 146, to Dayton. Turn right on Hwy. 90, left on Hwy. 146 (Main Street), left on Grand Street, go three or four blocks to the stadium.

LUTHERAN - North on I 45, exit at Woodridge and school is on corner.

MANVEL - FM 528 to Alvin, left on Hwy. 35, right on Hwy 6, Manvel High School and stadium will be on the right.

MC CULLOUGH - North on I 45, exit at Robinson Road Woodlands, left over the Fwy. on Woodlands Pkwy., left on S. Panther Creek, school is on the right.

NEDERLAND - 220 N 17th St., Nederland, TX. I-45 N to Sam Houston Tollway East. Merge onto I-10 E toward Beaumont. Merge onto US 69/US 287 exit #849 toward Port Arthur. Merge onto TX 347 to Nederland, turn right onto Boston Ave, turn left onto 17th St.

NEEDVILLE - Hwy. 528 to Alvin, left on Hwy., 35, the other side of Alvin right on FM 1462 thru Rosharon to Damon, right on Hwy. 36. Stadium is behind the school south of Town.

NEW CANEY - North on I 45, N. on Hwy. 59 past Porter exit, at the High School sign turn left and stay on the feeder going South to entrance which is on the Hwy. back in the pines.

NIMITZ - I 45 to Hwy. 59, go North to Humble 1960 exit, turn left under Fwy., left on Aldine Westfield, at 1st street turn right on W.W. Thorne, school on right.

OAK RIDGE - FM 2351 to I 45, left on I 45 to Tamina Road, exit (Conroe), stay on feeder to Oak Ridge school road, turn right to school. (Sports at Conroe High School Stadium.)

PEARLAND DAWSON – 518 toward Pearland, left on Pearland Parkway, right on Oiler Dr., go past Pearland High School cross Hwy. 35. School is on Oiler Dr. on

RAYBURN, SAM - East on FM 2351, left on Hwy. 3, right on Genoa, left on Burke, 3/4-mile past Stadium on Cherrybrook, after you cross Spencer.

ST. JOHN'S - I 45 to Houston, left on Hwy. 59, exit on Buffalo Spdwy. left on Westheimer, the gym and track are on the South Campus next to Lamar High School.

ST. THOMAS EPISCOPAL - Hwy. 518 through Pearland, right on Hwy. 288, left on Loop 610, exit on N. Braeswood, stay on feeder about two blocks, left on Beechnut under Fwy., left on Endicott, turn on Jackwood to soccer field on right.

SANTA FE - Hwy. 528 to Alvin, left on Hwy. 35, left on Hwy. 6 through Arcadia, left on Warpath Ave., Stadium on right, small gym just past Stadium, Varsity gym is one block on left.

SCARBOROUGH - 290 W. to Antoine, right on Antoine to Libbey (small street). Right on Libbey to Costa Rica, right on Costa Rica to school. (Sports at Delmar Stadium.)

SPRING - North on I 45, exit at Holzworth and stay on feeder to the corner of N. Ridge. School and Lion Stadium are on feeder.

SPRING BRANCH - Hwy. 528 through Pearland, right on Hwy. 288, left on South Loop 610, West on I 10, take Bingle exit right, to Westview take a left on Westview. Gym behind the school.

STRAKE JESUIT - Hwy. 518 through Pearland, right on Hwy. 288, left on Loop 610, Hwy. 59 West, exit Bellaire Blvd. go west and school will be on your right near Gessner.

STRATFORD - Hwy. 518 through Pearland, turn right on Hwy. 288, left on S. Loop 610, left on I 10, take S. Dairy Ashford exit, turn left under Fwy. and go four or five blocks to school on left (corner of Fern and Dairy Ashford), across from Tully Stadium.

SWEENEY - Hwy. 528 to Alvin, left on Hwy. 35, left on FM 1459, go three blocks and turn right on Ashley Wilson Road.

TAYLOR - Hwy. 518 through Pearland, right on Hwy. 288, left on S. Loop 610, West on I 10, take Fry exit, turn left over Fwy., turn right on Kingsland Blvd. School is on the right.

STADIUM - I 10, Katy exit, right at Katy Ft. Bend Road, stadium is about one mile.

TERRY - Hwy. 528 to Alvin, left on Business 35, right on Hwy. 6, left on Hwy. 59, right on FM 2218, school is one mile on left. **STADIUM** - Use Lamar Consolidated Facilities.

TEXAS CITY - South on I 45, left on FM 1764, Gym is just past 21st Street on the left.

TOMBALL - I 45- to FM 2920, left on FM 2920 to Baker, right on Baker, right on Sandy Lane. School is on the right.

VAN VLECK - Hwy. 528 to Alvin, left on Hwy. 35. School is on the left.

WALLER - Hwy. 518 through Pearland, right on Hwy. 288, left on Loop 610, Hwy. 290 to 1st red light in Waller, turn right to the school which is on Farr Street.

WESTFIELD - North on I 45, exit 1960, left on Ella Blvd., School is on Southridge. Bring lawn chairs to sub-varsity football. **VARSITY FOOTBALL IS AT SPRING LION STADIUM.**

WHARTON - Hwy. 528 to Alvin, left on Business 35, right on Hwy. 6, left on Hwy. 59 to Wharton. Take Boling exit Hwy. 1301 to Stadium on left.

WILLOWRIDGE - Hwy. 518 through Pearland, right on Hwy. 288, left on Fuqua Almeda Genoa, left on Almeda Old 288, right on FM 2234 (McHard Rd.) three miles to Chimney Rock, turn right.

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