

Bowie Intermediate School



Student Handbook 2011-2012

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Dress and Grooming

Bowie Intermediate School Dress Code

The school's dress and hair code is established to teach grooming and hygiene, prevent disruption, and minimize safety hazards. Dress or hair code violations that present a danger to a student's health and safety, cause an interference with school work, or create a distraction or disruption will not be allowed. Students and parents may determine a student's personal dress and grooming standards, provided that they comply with the following:

1. Abbreviated clothing, such as tank tops, midriff shirts or blouses, backless tops or dresses, transparent clothing, torn, ripped, or un-hemmed clothing are not permitted. No skin may show when arms are raised. This includes cheerleader uniforms, etc.
2. Shirts shall be buttoned appropriately, and belts, when worn, shall be buckled.
3. Shoulder straps on girls' shirts and dresses must be at least 2 ½ inches wide and must cover the under garment. Boys' shirts must have sleeves.
4. Hair shall be kept clean and well groomed. Only natural hair colors are allowed. Boys' hair shall be out of the eyes, and no lower than the bottom of the earlobe on the sides, and to the base of the neck in the back. Boys shall not braid their hair, wear ponytails, or mohawk. Any hairstyle that is determined to be a distraction by the administration will be prohibited.
5. Appropriate shoes must be worn at all times. Open toed shoes are not allowed. All shoes must have a manufactured back or back strap. Students may not wear shoes with rollers or wheels. Girls may not wear high heels. Students must also have appropriate shoes for PE. If they do not, they may be given a grade reduction.
6. Skirts, dresses, and shorts must come to the top of the knee. (Please note that even if a student wears leggings, tights, etc., the outer garment must still come to the top of the knee.)
7. Any writing or graphics on clothing deemed inappropriate the administration will not be allowed. This includes, but is not limited to: anything promoting drugs, alcohol, weapons, violence, or any other negative behavior (including sayings with double meanings).
8. Boys and girls shall not wear hats, caps, or any other type of headwear (including bandanas) in the building. (This also applies to toboggans, jacket hoods, etc.)
9. Boys shall not wear ear jewelry (including spacers). Girls' ear jewelry is allowed and should be worn with safety in mind, stud type earrings are recommended, the wearing of "dangling" earrings is discouraged. No other body piercing jewelry will be allowed. Girls may not wear fake fingernails, makeup or glitter lip gloss.
10. Sunglasses are not to be worn to school unless medically prescribed or approved by the principal.
11. Baggy pants, chains, and any other item or clothing that has gang related significance are prohibited.
12. Permanent and temporary tattoos will not be visible.
13. Prohibited items may be confiscated.

Mums may not be worn at school during homecoming or other events. The school will not accept delivery of mums during these events. The tradition of mums at school is more fitting for older students, and it may be disruptive to the educational process at this grade level.

Students who fail to meet these guidelines or whose appearance is distracting or disruptive to school activities may be placed in ISS or sent home to make the necessary changes. Repeated offenses may result in more serious disciplinary action. The principal or designee has the authority to make the final decision concerning any questions regarding the dress and grooming policy.

Make-up Work

Routine and In-depth Makeup Work Assignments

For any class missed, the teacher may assign the student makeup work, based on the instructional objectives, for the subject or course and the needs of the individual student in mastering the essential knowledge and skills or in meeting subject or course requirements.

A student will be responsible for obtaining and completing the makeup work in a satisfactory manner and within the time specified by the teacher. [For further information, see policy EIAB (LOCAL).]

A student who does not make up assigned work within the time allotted by the teacher may receive a grade of zero for the assignment. Students will normally receive the number of days that they were absent “plus one” to turn in make-up work. This may vary depending on the circumstances of the absence.

A student will be permitted to make up tests and to turn in projects due in any class missed because of absence. Teachers may assign a late penalty to any long-term project in accordance with time lines approved by the principal and previously communicated to students.

DAEP Makeup Work

A student removed to a disciplinary alternative education program (DAEP) during the school year will have an opportunity to complete, before the beginning of the next school year, a foundation curriculum course in which the student was enrolled at the time of removal. The district may provide the opportunity to complete the course through an alternative method, including a correspondence course, distance learning, or summer school. The district will not charge the student for any method of completion provided by the district. [See policy FOCA (LEGAL).]

In-school Suspension Makeup Work

A student removed from the regular classroom to in-school suspension or another setting, other than a DAEP, will have an opportunity to complete before the beginning of the next school year each course the student was enrolled in at the time of removal from the regular classroom. The district may provide the opportunity by any method available, including a correspondence course, distance learning, or summer school. The district will not charge the student for any method of completion provided by the district. [See policy FO (LEGAL).]

Physical Examinations/Health Screenings

The Special Senses and Communication Disorder Act, Chapter 36 of the Texas Health and Safety Code, requires that all children enrolled for the first time in any public, private, parochial, or denominational school or in Texas Department of Protective and Regulatory Services licensed child-care facility in

Texas, or who meet certain grade criteria (specified below), must be screened or have a professional examination for possible vision and hearing problems.

4 – year olds, kindergarten and first time entrants (4 years through 12th grade).

When screening must be done...

Within 120 days of admission or before the end of the first semester.

To collect screening information for each child, a facility may use its own screening form or duplicate one provided by the Department of Health upon request. In either case, there must be a screening record on file for each child enrolled. ***Bowie ISD will provide vision, hearing, and scoliosis screenings free of charge to all students.***

Cafeteria Services

The district participates in the National School Lunch Program and offers students nutritionally balanced lunches daily. The cafeteria opens each school morning at 7:30 a.m. Breakfast is served free of charge to all 3rd, 4th and 5th grade students. The Bowie Intermediate School lunch period is from 11:00a.m.- 11:40 a.m. daily. The cost of a regular student lunch is \$2.40. Free and reduced-price lunches are available based on financial need. Students may also purchase items ala-carte. Free and reduced lunch prices do not apply to ala-carte purchases. Information about a student's participation is confidential. See Wayne Walker, Assistant Director of Support Services, (940)689-2942 to apply. If a student's lunch account reaches a negative balance, they will be provided a sack lunch free of charge until their account is paid.

The district follows the federal and state guidelines regarding foods of minimal nutritional value being served or sold on school premises during the school day. [For more information, see policy CO(LEGAL).]

Library

The library is a learning laboratory with books, computers, magazines, and other materials available for classroom assignments, projects, and reading or listening pleasure.

School Hours

Students will be allowed to enter the building at 7:30 a.m. The first bell will ring at 7:45 a.m. At that time, students will be released from the gym, cafeteria, and library. A second bell will ring at 7:55 a.m., and school begins at 8:00 a.m. Students will be tardy if they arrive in their classroom after 8:00 a.m. Repeated tardiness may result in disciplinary action. The school day ends at 3:30 p.m. Our normal lunch period is from 11:45 a.m. -12:30 p.m. These times may be adjusted on early release days or other special occasions.

After school, students who ride the bus will be held in the gym or cafeteria until it is time to load the buses. Buses will load in the driveway behind the school building. Students who do not ride the bus will be released from the following exits: 3rd grade students will exit through the first set of glass doors in the main lobby on Mill Street. 4th grade students will exit through the set of double glass doors on Mill Street. 5th grade students will exit through the glass doors on Houston Street.

Summer School

Third, Fourth, and fifth grade students who do not meet promotion or attendance guidelines may be required to attend summer school. Fifth grade students who do not pass the TAKS Math or Reading test(s) after the second administration will be required to receive accelerated instruction and take the third and final administration of the test during summer school. Students may also be required to attend summer school if they do not meet attendance requirements during the regular school year.

Visitors to School

Parents and others are welcome to visit district schools. For the safety of those within the school and to avoid disruption of instructional time, all visitors must first report to the principal's office and must comply with all applicable district policies and procedures.

Visits to individual classrooms during instructional time are permitted only with approval of the principal and teacher and only so long as their duration or frequency does not interfere with the delivery of instruction or disrupt the normal school environment.

All visitors are expected to demonstrate the highest standards of courtesy and conduct; disruptive behavior will not be permitted.

Visitor parking is located in front of the building on Mill Street. The parking lot and driveway behind the school will be closed except for special occasions.

GLOSSARY

Attendance Review Committee is sometimes responsible for reviewing a student's absences when the student's attendance drops below 90 percent of the days the class is offered. Under guidelines adopted by the board, the committee will determine whether there were extenuating circumstances for the absences and whether the student needs to complete certain conditions to master the course and regain credit lost because of absences.

DAEP stands for disciplinary alternative education program, a placement for students who have violated certain provisions of the *Student Code of Conduct*. Students in the DAEP will be separated from students not assigned to the program. The DAEP will focus instruction on English language arts, mathematics, science, history, and self-discipline, and provide for students' educational and behavior needs, as well as supervision and counseling.

ISS refers to in-school suspension, a disciplinary technique for misconduct found in the *Student Code of Conduct*. Although different from out-of-school suspension and placement in a DAEP, ISS removes the student from the regular classroom.

TAKS is the Texas Assessment of Knowledge and Skills, the state's standardized achievement test currently given to students in certain subjects in grades 3–11.

TAKS-Accommodated is a state mandated assessment based on the same grade-level academic achievement standards of TAKS available to certain students who receive special education services who need specific accommodations, as determined by the student and his or her ARD committee.

TAKS-Alternate is an alternate state mandated assessment designed for students with severe cognitive disabilities receiving special education services who meet the participation requirements, as determined by the student and his or her ARD committee.

TAKS-Modified is an alternate state mandated assessment based on modified achievement standards and is administered to eligible students receiving special education services, as determined by the student and his or her ARD committee.

TELPAS stands for the Texas English Language Proficiency Assessment System, which assesses the progress that English language learners make in learning the English language, and is administered for those who meet the participation requirements in kindergarten–grade 12.

Acknowledgment Form

My child and I have received a copy of the Bowie Intermediate School *Student Handbook* and a copy of the Bowie Independent School District *Student Code of Conduct*.

I understand that these documents contain information that my child and I may need during the year and that all students will be held accountable for their behavior and will be subject to the consequences outlined in the handbook and code of conduct.

Print name of student: _____

Signature of student: _____

Print name of student: _____

Signature of parent: _____

Date: _____

Use of Student Work in District Publications

Occasionally, Bowie Intermediate School wishes to display or publish student artwork or special projects on the district's Web site and in district publications. The district agrees to only use these student projects in this manner.

Parent: Please circle one of the choices below:

I, parent of _____ (student's name), **(do give) (do not give)** the district permission to use my child's artwork or special project on the district's Web site and in district publications.

Parent signature: _____

Date: _____