



# **Flour Bluff Junior High**

**2024- 2025**

## **STUDENT/PARENT HANDBOOK**

### **CENTRAL OFFICE ADMINISTRATION**

Mr. Chris Steinbruck, Superintendent

Linda Medley, Deputy Superintendent

James Crenshaw, Associate Superintendent for Student Services

Nicole White, Associate Superintendent for Curriculum and Instruction

Tomas Molina, Chief Financial, Business Operations Officer

Dr. Linda Barganski, Associate Superintendent of Federal and State Programs

Dr. Melonie Shandy, Director of Special Education

## CAMPUS ADMINISTRATION

Brodie Wallace, Principal  
Amanda Aguilar, 8<sup>th</sup> Grade Assistant Principal  
Sonja Edwards, 7<sup>th</sup> Grade Assistant Principal  
Brooke Zepeda, Assistant Principal of Student Services  
Jennifer Krnavek, Dean of Instruction

## CAMPUS SUPPORT STAFF

Sandra DeLeon, Counselor  
Leslie Vargas, Counselor  
Karen Chouinard, Librarian  
Mallory Caraway, Nurse R.N.

## CAMPUS THEME

**It pays to be Responsible, Respectful, and Productive at Flour Bluff Junior High**

**Hornet PRIDE**

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# Flour Bluff Junior High School

## PRINCIPAL LETTER

2505 Waldron Road

Corpus Christi, Texas 78418-4798

(361) 694-9300 – Fax (361) 694-9803

*Brodie Wallace, Principal*

*Jennifer Krnavek, Dean of Instruction*

*Amanda Aguilar, 8<sup>th</sup> Grade Asst. Principal*

*Sonja Edwards, 7<sup>th</sup> Grade Asst. Principal*

*Brooke Zepeda, Asst. Principal of Student Services*

*Sandra DeLeon, Counselor*

*Leslie Vargas, Counselor*

To Students and Parents:

Welcome to Flour Bluff Junior High School, where our purpose is to empower students to strive for knowledge and integrity, while developing strong, successful leaders.

I am very excited about the school year, and I am also honored to work with the very best staff and students in Corpus Christi, Texas. Our dedicated staff works very hard to ensure that all of our students have an opportunity to succeed in the classroom. Our staff also strives to develop meaningful learning activities that promote a positive and active learning environment.

I invite you to become involved with us at Flour Bluff Junior High in the education of your child. In addition, I encourage you to continue helping us stress to all students the importance of their education and its significance in their future. I hope that through the combined efforts of home and school, your child will thirst for knowledge, skills, and learning. We welcome your support and engagement at Flour Bluff Junior High. We also look forward to instilling and building Class, Pride, and Heart (CPH) in all FBJH students. Go Hornets!

Sincerely,

Brodie Wallace

Principal

## DISTRICT'S BELIEF, MISSION, & VISION

Please refer to [www.flourbluffschoools.net](http://www.flourbluffschoools.net) for the District's Belief, Mission, and Vision.

## PHONE DIRECTORY FOR JUNIOR HIGH CAMPUS

### Phone 694-9300

Brodie Wallace	Principal	9395
Amanda Aguilar	Assistant Principal	9397
Sonja Edwards	Assistant Principal	9398
Jennifer Krnavek	Dean of Instruction	9396
Brooke Zepeda	Intervention Specialist	9355
Tracie Henderson	Principal's Secretary	9395
Carol Buitenhuis	Registrar	9384
Monica Garza	Attendance	9387
Breanna Barnett	Receptionist	9387
Sandra DeLeon	Counselor, 8 <sup>th</sup> Grade	9385
Leslie Vargas	Counselor, 7 <sup>th</sup> Grade	9392
Karen Chouinard	Librarian	9394
Mallory Caraway	Nurse, RN	9388

## ADVANCED PLACEMENT COURSE INFORMATION

Advanced courses are open to any student wishing to enroll. In order to assist with placement decisions, recommendations for admittance have been developed to provide a profile of students who typically experience success in Advanced courses:

### Academic Profile:

- Successful performance in related content area courses
- Scores at the mastered level on the most recent STAAR exam related to the course

### Personal Profile:

- Reads on or above grade level
- More complex and mature writing skills
- Independent work ethic
- Strong study skills and sufficient self-motivation to persevere when faced with academically challenging materials or a more rapid pace of instruction
- Proficient oral and written communication skills
- Self-discipline to plan, organize, and carry through tasks to completion
- Interest and self-directedness in the course(s) being considered

### **General Course Expectations:**

Students in Advanced classes are held to a higher level of expectations than in an academic class. Advanced courses will require a substantial amount of work outside of class for successful completion of the courses. Students should carefully evaluate the time commitments and priorities of extra-curricular and community activities as they consider the number of Advanced/GT courses for their schedules.

- Students are encouraged to acquire their own copies of novels for English Language Arts and Reading for reading outside the class and annotating.
- Attend tutorials as needed.
- Submit all assignments (homework, projects, reports) completed on the due dates.  
**Work submitted one day late will receive a grade of no more than 70, and after that day will receive a zero.**
- Turn in make-up work promptly following any absence.

### **Exit Procedures:**

- A student may choose to exit an Advanced course at any time as long as there is available space in the academic course in that subject.
- A student will be exited at the Progress Report of the 2<sup>nd</sup> Six Weeks if failing the 1<sup>st</sup> Six Weeks and failing the 2<sup>nd</sup> Six Weeks Progress Report.
- A parent/teacher conference is required.

### **ANNOUNCEMENTS**

Announcements are made at the beginning of 3<sup>rd</sup> period daily through the campus intercom. It is the student's responsibility to keep abreast of important information, policy changes, deadlines, etc.

### **ASSEMBLIES**

Assemblies are given for the benefit of students; therefore, students are expected to conduct themselves properly. The student audience is expected to refrain from talking during assemblies. Visitors judge our school by the conduct of students and should be treated as honored and welcomed guests. Students who misbehave in an assembly will be removed from the assembly and placed in an alternative setting.

### **ATTENDANCE**

Please refer to the District Handbook for information on Attendance at [www.flourbluffschools.net](http://www.flourbluffschools.net).

## **AWARDS**

Students are recognized for academic excellence and citizenship throughout the school year. A formal awards assembly is held at the end of the school year. Awards include the following:

A-Honor Roll, A-B Honor Roll, Citizenship, Presidential Excellence for Academic Achievement Award, Clubs/Organizations. Additional Outstanding Awards include: Academy Math, Academy Science, Academy Social Studies, Algebra, Art, Band, College and Career Readiness, Choir, English, Geometry, History, Technology Education, Math, Reading, Science, Spanish, Office Practice, Library Science, Theatre Arts, Academy English, Physical Education, and Hornet of the Year. Perfect Attendance is also awarded.

## **BACKPACKS**

Students are permitted to carry and possess backpacks on campus.

## **BEHAVIORAL EXPECTATIONS**

Students who have followed, and continue to follow, the three Flour Bluff Junior High expectations (be respectful, responsible, and safe) will be eligible to participate in the special activities that the school has planned during the year.

Students with the following infractions are not eligible to attend school dances, pep rallies, or extra-curricular field trips planned during that weekly period (this does not pertain to UIL extra-curricular activities).

- 1 referral that results in In/Out of School Suspension

Each student will begin with a "clean slate" at the beginning of every week. Students get another chance to show they have learned to be respectful, responsible, and productive.

## **BULLYING PREVENTION AND INTERVENTION**

Please refer to the District Handbook on Bullying Prevention and Intervention information at [www.flourbluffschoools.net](http://www.flourbluffschoools.net).

## **BUS TRANSPORTATION**

The District provides transportation for students living more than two miles from the campus. This service is provided at no cost to students. Bus routes and any subsequent changes are posted at the school. Additionally, some hazardous areas within the two-mile radius may be provided with transportation services. Further information may be obtained by calling 361-694-9704. [See the Student Code of Conduct for provisions regarding transportation to the disciplinary Alternative Education Program.]

Riding the school bus is a privilege. Animals or balloons are not allowed on the bus for safety reasons. Students are expected to follow the rules to ensure the safety of all children on the bus. Bus drivers are authorized to assign seats. A student may lose the privilege of riding the bus

due to misconduct. Bus conduct reports are sent from the transportation department to the principal's office, where appropriate action may be taken. Parents will be notified. District policies on tobacco, alcohol, drugs, and weapons apply to school transportation, including extra-curricular trips. (Refer to Student Code of Conduct and Bus Rules and Expectations.)

Transportation for students with disabilities will be made in accordance with the provisions of the student's Individual Education Plan (IEP) for students considered disabled under IDEA or Section 504.

### **School-Sponsored**

Students who participate in school-sponsored trips must use transportation provided by the school to and from the event. The principal, however, may make an exception if the parent makes a written request that the student be released to the parent or another adult designated by the parent. Only the parent may check out the student from an event when prior notice has not been received and approved.

### **Buses and Other School Vehicles**

Students are expected to assist District staff in ensuring that buses remain in good condition and that transportation is provided safely. When riding school buses, students are held to behavioral standards established in this handbook and the Student Code of Conduct. Students must:

- Follow the driver's directions at all times.
- Enter and leave the bus in an orderly manner at the designated bus stop nearest their home.
- Keep feet, books, band instrument cases, and other objects out of the aisle.
- Not deface the bus or its equipment.
- Don't put your head, hands, arms, or legs out of the window, hold any object out of the window, or throw objects within or out of the bus.
- Wait for the driver's signal upon leaving the bus and before crossing in front of the bus.

When students ride in a District van or passenger car, seat belts must be fastened at all times. Misconduct will be addressed in accordance with the Student Code of Conduct; bus-riding privileges may be suspended.

### **Videotaping of Students**

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



## **Bus Transportation Changes**

Transportation changes need to be written and signed by the parent or guardian. No child will be issued a pass to ride another bus unless we have a written parent request stating the date and the reason for the request. In some instances, we may call the parent to verify the request.

### **BRING YOUR OWN DEVICE (BYOD.)**

FBISD has a bring your own device policy (BYOD). This policy allows students to use their own devices under the supervision of their teachers. You may reference the district BYOD policy at [http://flourbluffschoools.net/wp-content/uploads/2016/12/byod\\_parent\\_guide.pdf](http://flourbluffschoools.net/wp-content/uploads/2016/12/byod_parent_guide.pdf)

### **SCHOOL NUTRITION DEPARTMENT CAFETERIA POLICY**

Please visit [www.flourbluffschoools.net](http://www.flourbluffschoools.net) for the School Nutrition Department Cafeteria policy.

### **CAREER AND TECHNOLOGY PROGRAMS**

Flour Bluff Junior High offers the following Career and Technology courses:

- Business Information Management (BIM)
- Career and College Exploration
- Professional Communications
- Principles of Business, Marketing, Finance
- Principles of Information Technology
- Principles of Health Science

Business Information Management, Professional Communications, Principles of Business, Marketing, Finance, and Principles of Health Science courses will count as a high school credit. All students have the opportunity to be enrolled in these classes.

### **CLASS SCHEDULES**

Students returning to the Flour Bluff Independent School District from grades 6 and 7 were pre-registered for classes in the Spring. Students ranked their electives by choices 1, 2, and 3. Students will be assigned to one of these three choices. Schedule changes will only be considered and made the first 2 weeks of the semester for the following reasons:

- Modifying a student's schedule based on academic needs,
- Correcting a mistake in course placement,
- Balancing class teacher/ratio

## **CLOSED CAMPUS POLICY**

Flour Bluff Junior High operates a closed campus. Students cannot leave the campus grounds at any time during the school day except with a parent/guardian. Once a student arrives on campus, the student must remain on campus until the end of the school day. A student will not be allowed to leave the campus without office approval. Parents must come to the office to sign out a student. Parents must show identification before students are permitted to leave the campus for appointments, etc. If the student returns later the same day, a parent must sign in their student upon returning to school. Only individuals listed on a student's emergency card will be allowed to check out a student from school.

## **COMPUTER TECHNOLOGY RESOURCES**

To prepare students for an increasingly technological society, the District has substantially invested in technology for instructional purposes. These resources are restricted to students working under a teacher's supervision and for approved purposes only. Students and their parents will be asked to sign a user agreement (separate from this handbook) regarding the use of these resources; violations of this agreement may result in the withdrawal of privileges and other disciplinary action. Students and their parents should be aware that electronic communication—including email—using District computers is not private and may be monitored by District staff.

## **CONFERENCES**

If you wish to schedule a conference with your child's teacher, please feel free to contact them at any time.

## **CONFISCATED ITEMS**

All confiscated items will be kept in the office. The student's parent or guardian may claim confiscated items. The district is not liable for lost or misplaced items. Items that are not claimed within two weeks after school ends will be discarded or donated to charity.

## **CREDIT BY EXAMINATION**

Please see the District Handbook for information on Credit by Examination at [www.flourbluffschoools.net](http://www.flourbluffschoools.net).

## DAILY BELL SCHEDULE

\*\*4-minute passing period, not including lunch periods

### DAILY BELL SCHEDULE

2024-2025

<b>1<sup>st</sup> Period</b>	8:15 – 9:04 a.m.
<b>2<sup>nd</sup> Period</b>	9:08 – 9:57 a.m.
<b>3<sup>rd</sup> Period</b>	10:00 – 10:5 a.m.
<b>4<sup>th</sup> Period</b>	10:59 – 11:48 p.m.
<b>5<sup>th</sup> Period (Lunch)</b>	11:52 – 1:26 p.m.
○ 1 <sup>st</sup> Lunch	11:52 – 12:22 p.m.
○ 2 <sup>nd</sup> Lunch	12:24 - 12:5 p.m.
○ 3 <sup>rd</sup> Lunch	12:56 - 1:26 p.m.
<b>6<sup>th</sup> Period</b>	1:30 – 2:19 p.m.
<b>7<sup>th</sup> Period</b>	2:23 – 2:57 p.m.
<b>8<sup>th</sup> Period</b>	3:01 – 3:50 p.m.

## DETENTIONS

**After-school detention** is conducted after school hours from **4:00 p.m. to 4:30 p.m. Monday through Thursday**. A ride home must be provided by the parent/guardian (bus transportation is not provided). If a student fails to show up, the student may receive an office discipline referral.

## THE STUDENT CODE OF CONDUCT

The Student Code of Conduct contains the District Dress Code. The dress code can also be found on the district website at [www.flourbluffschoools.net](http://www.flourbluffschoools.net).

## EARLY REMOVAL OF STUDENTS

Occasionally, parents or guardians find it necessary to check out students during the day. The office staff checks the child's enrollment card to verify which adults have permission to take the child. **Everyone must show proper identification to check the child out of school. If a court order denies visitation privilege, that documentation MUST be a part of the child's permanent record. A student will not be released to anyone who is not listed on their enrollment emergency card.**

Every time your child is taken out of school early, they miss valuable learning time. If your child must leave school early regularly for some type of medical condition, please see a campus administrator. Documentation from a doctor will be required. Official attendance is

taken every day at approximately 10:00 a.m. Parents are encouraged to arrange doctors, dentists, therapists, and other appointments after this time, preferably after school.

## **EXTRA-CURRICULAR ACTIVITIES, CLUBS, AND ORGANIZATIONS**

Participation in school and school-related activities is an excellent way for a student to develop talents, receive individual recognition, and build strong friendships with other students. Participation is a privilege, not a right.

Eligibility for participation in many of these activities is governed by state law as well as rules of the University Interscholastic League (UIL), a statewide association overseeing inter-district competition.

## **FIELD TRIPS**

Periodically, students will go on field trips with their class or grade level. **A field trip permission check box is located on the online enrollment form provided at registration. Parents must complete this portion of the enrollment form for their child to be eligible to attend school field trips.** Trip information slips are given to the students well in advance of the trip to inform parents of the specific trip details. Students must meet academic and behavioral criteria to be eligible to attend field trips.

### ***8<sup>th</sup> GRADE HEB CAMP***

#### **When is it, and where is it?**

- TBA, in Leakey, Texas.

#### **How long is the camping trip?**

- 5 days (Monday – Friday)

#### **How much does it cost to go?**

- Approximately \$125.00 (Price may be subject to change.)

#### **Who gets to go?**

- 8<sup>th</sup> grade students must have an average of 70 or above in all classes (including high school credit courses) during the first semester and must have an average of 70 or above in the 4<sup>th</sup> and 5<sup>th</sup> six weeks and have been in attendance at least 90% of the required school days.
- 8<sup>th</sup> grade students who've had the following:
  - 3 In School Suspension (ISS) placements
  - 1 referral that results in a Suspension
  - Students who attended SDGC or Nueces County Juvenile Justice Alternative Education Program (JJAEP) at any time during the school year are not eligible to attend

## **FUNDRAISING**

Student clubs or classes, outside organizations, and/or parent groups occasionally may be permitted to conduct fund-raising drives for approved school purposes. An application for permission must be made to the Principal at least 10 days before the event.

## **GRADING PERIODS**

### **FIRST SEMESTER**

First Six Weeks – August 14 – September 20

Second Six Weeks – September 23 – November 1

Third Six Weeks – November 4 – December 19

### **SECOND SEMESTER**

Fourth Six Weeks - January 8 – February 21

Fifth Six Weeks – February 24 - April 11

Sixth Six Weeks - April 14 - May 29

## **REPORT CARDS/PROGRESS REPORTS/CONFERENCES**

Progress reports are designed to inform students and parents of a failing or near-failing grade. This report is sent home halfway through the six weeks and/or whenever a student's work is failing or below normal expectations. Parents are encouraged to contact the teacher for a conference by calling the school for an appointment. Parents should review report cards and progress reports with their student to determine if satisfactory progress is being made. It is recommended that parents should sign and return both reports to the school. If a student receives a failing report card/progress report, this may prevent them from participating in extra-curricular activities. Students owing fines will not be issued a final report card until their account is cleared.

## **GRADING REPORTING POLICY/GUIDELINES**

Report cards are issued to all students every six weeks. The last six weeks report cards, listing grades for the entire year, are mailed. Numerical grades appearing on the report card result from the averaging a student's tests, homework, projects, participation, and other academic assignments. The minimum number of grades in each course per six weeks is twelve.

Weighted courses will have higher expectations and work completion timelines in order to meet College Readiness Standards and prepare students for higher education. Weighted courses will also follow the high school grading policy.

The Flour Bluff Junior High Six Week grading policy is as follows:

Average of daily work and tests - 80%

6 Week Test/Project- 20%

The **First Semester** grading policy is:

First Six Weeks grade: 1/3

Second Six Weeks grade: 1/3

Third Six weeks graded: 1/3

The **Second Semester** grading policy is:

Fourth Six Weeks grade: 1/3

Fifth Six Weeks grade: 1/3

Sixth Six Weeks grade: 1/3

The **Yearly Average** is calculated by averaging:

First Semester Grade: 50%

Second Semester Grade: 50%

## **PROMOTION AND RETENTION**

In grades 7-8, promotion to the next grade level shall be based on an overall average of 70 or above for the year--derived by averaging the final numerical scores for all core subjects (Mathematics, English Language Arts, Science, and Social Studies) and a grade of 70 or above in the following areas:

1. English Language Arts
2. Mathematics

## **INCOMPLETE GRADES**

Students who miss school will be given the opportunity to make up for the work missed. The student is expected to ask all teachers for make-up assignments. The student will be given one day of attendance to complete work missed for each day of absence. Assignments not made up will be reflected in the student's grade. Each student is responsible for seeing that make-up work is completed. Students failing to complete course make-up work will receive a zero for those assignments.

## **LATE WORK POLICY**

**Late Work** (not due to absences):

1. Incomplete daily work and homework assignments are due at the beginning of the next regularly scheduled class meeting. If not turned in at this time, they are considered late.
2. The student will receive credit for a late paper, with the highest possible score of 70, provided the assignment is turned in no more than three school days late.
3. Students taking **HS credit courses** would follow the high school late policy below:

Except for excused absences, late papers are accepted one day late with no grade higher than 70. Teachers may limit acceptance of daily late papers to no more than three (3) per six-week grading period. Long-range assignments are accepted two (2) days late with appropriate penalties. Major assignments, which carry a heavier weight, may have a deduction of 20 grade points for the first day late and a total late deduction of 30 grade points if two days late. Late work will not be accepted in any grade-weighted courses.

(Extenuating circumstances will be considered, such as serious illness, death in the family, etc.)

### **MAKE-UP WORK**

Students who miss school will be given the opportunity to make up the work missed for excused and unexcused absences. The student is expected to ask all teachers for make-up assignments. Assignments that are not made up will be reflected in the student's grade. Each student is responsible for seeing that make-up work is completed. Assignments for students absent **three consecutive days** may be requested through the attendance office (694-9387) on the student's third day of absence. Make-up work requested by 9:00 a.m. will be available for pick-up at 4:00 p.m. To complete work missed, students will be given one day of attendance for each day of absence to make up work from the absence with no grading penalty.

### **RE-DOING FAILING WORK**

On the day a student receives a failing grade on an assignment or test, they may make a request to the teacher to redo the assignment, retake the test, or complete a comparable assignment within two days for a maximum grade of 70. The student must redo any tests or exams in the presence of the teacher before or after school. The terms of redoing assignments other than tests and exams will be at the teacher's discretion.

### **HIGH SCHOOL CREDIT COURSES**

Students who are enrolled in Algebra I, Geometry, Business Information Management (BIM), Professional Communications, Principles of Business, Marketing, Finance, Principles of Information Technology, Principles of Health Science, Theater Art I, Art I, Spanish I, and Spanish II will receive high school credit for the grade earned. Students taking Algebra I in

junior high will be required to take three additional years of mathematics in high school. These courses will count toward a student's Grade Point Average in high school. Students at the 7<sup>th</sup> grade level are offered Spanish I and Algebra I courses for high school credit. Students failing at the end of the first six weeks will be placed on academic probation and removed from the course if the student is not passing at Progress Report 2. Students enrolled in Algebra I will be required to take the STAAR End-of-Course (EOC) exam.

## **LIBRARY**

Students come to the library every 4 weeks with their English class and can check out up to 2 books at a time. Books should be returned every 4 weeks or sooner. If a student needs to renew a book, the student can do so once for 8 weeks to finish the book. If a book is not returned after 8 weeks, it will be marked as lost. Charges for lost books are the purchase price of the book. If the book is found, no refunds will be given. Charges for damaged books depend on the extent of the damages. Individual students may use the library for reading, working on classroom assignments, or researching on a computer beginning at 7:50 a.m. each day. The library stays open for student use until 4:15 p.m. after school each day.

## **LOST AND FOUND ITEMS**

Students must assume responsibility for loss or damage to any property belonging to them. Found articles should be taken to the school office. Often, articles are turned in at the office, but the owners are never located. Students should write their names on all books and put identification marks on their belongings. All lost and found items not claimed by the last day of school will be discarded or given to charity two weeks after school ends.

## **MANDATORY PHYSICAL EDUCATION UNIFORM**

Uniforms will be required in physical education classes. Both boys and girls can purchase their uniforms from their physical education teacher. The uniform is a white T-shirt and maroon shorts. The uniform will cost \$15.00, and more than one set may be bought. The uniforms will be available at "Check-out the Campus." Any required fee or deposit may be waived if the student and parent cannot pay. Application for such a waiver may be made to the Principal. [For further information, see policy FP.]

## **MEDICINE AT SCHOOL**

Please refer to the District Handbook for information on Medicine at School at [www.flourbluffschools.net](http://www.flourbluffschools.net).



## **NATIONAL JUNIOR HONOR SOCIETY**

To be considered scholastically eligible, students must have an academic average of 90 or above in each class, each grading period. Five points will be added to the student's six weeks grade averages who are enrolled in a high school credit course. The five points will only be added and recognized for NJHS eligibility. For example, if a student has an 85 average in Algebra I for the third six weeks, the added five points would give them a 90 average, making them eligible for NJHS—the 85 average in Algebra I will still be recognized as the student's final average. Interested students should also be active in school clubs and organizations this year. Membership requirements follow the National Junior Honor Society Bylaws.

### Article VI: Selection of Members

#### Section 1

Candidates will be invited to apply by achieving a cumulative scholastic average of 90 in each class during each grading period of their 7<sup>th</sup> grade year. Candidates shall then be evaluated based on service, leadership, character, and citizenship. Students must have an average score of at least three out of four in each faculty evaluation area and have at least one service activity listed and verified on the Student Activity Sheet. Each student's personal responses and discipline records will also be evaluated. Any ISS placement/s or suspension is considered a major incident and will be carefully considered for selection. Any student with an SDGC placement during their 7<sup>th</sup> grade year will not be considered for selection.

#### Section 2

The selection of each member of the chapter shall be made by a majority vote of the faculty council.

#### Section 3

A description of the selection procedure shall be made available to all students and parents of the school who request it. The selection procedure shall be consistent with the rules and regulations of the National Junior Honor Society.

#### Section 4

The National Council and the NASSP shall not review the judgment of the faculty council regarding the selection of individual members to local chapters.

#### Section 5

Any member whose grades fall below the 90 percent minimum in each class will be placed on academic probation for the next three-week grading period. The demerit will stand if the member does not achieve the 90 percent minimum in each class at the end of the next three-week grading period.

Additional information about the criteria to be inducted into the National Junior Honor Society can be found on the Flour Bluff Junior High Web Pages on the District Website. Select the National Junior Honor Society page. Parents and students can access the page by going to the Flour Bluff ISD website at [www.flourbluffschoools.net](http://www.flourbluffschoools.net) and click on the Teacher Web Pages Tab.

## **PERSONAL PROPERTY**

Students assume the responsibility for loss, damage, or theft of their clothing, equipment, books, or instruments. The school endeavors to protect all personal property but is not responsible for it. Large sums of money and articles of real or sentimental value are not allowed at school.

Using any telecommunications device to cheat on any assignment or examination is prohibited. Telecommunications/electronic devices must be submitted to school authorities or test administrators upon request and turned off during all assessments and the instructional day. State and national assessment requirements (i.e., STAAR, STAAR Alternative Tests, SAT, ACT, AP, PSAT, NAEP, etc.) and local procedures require the devices to be submitted to school authorities before viewing and taking assessments.

## **RANDOM DRUG TESTING FOR STUDENTS**

**For further information, also see policy FNF (LOCAL).]**

### **Covered Activities:**

- School-sponsored extra-curricular activities include all activities/organizations/clubs/competitions, which meet and participate in activities outside of the regular school day.

### **Junior High (Grades 7-8)**

- Athletics (all sports)
- Band
- Cheerleading
- Choir
- Leadership Officer Training Corp
- Math Teams
- National Junior Honor Society
- One-Act Play
- Science Olympiad
- Science Teams
- Student Council
- Student-to-Student Club
- Theatre Arts
- University Interscholastic League (i.e. Academics, Athletics, Calculator Applications, Dictionary Skills, Editorial Writing, Impromptu Speaking, Listening Skills, Maps, Graphs and Charts, Mathematics, Modern Oratory, Number Sense, One Act Play, Oral Reading, Prose and Poetry, Ready Writing, Science, Social Studies, Speech, Spelling, Theatre, Fine Arts, etc.)
- Yearbook

- Any additional organizations/clubs that are school-sponsored or extra-curricular activities that meet outside the school day as an organization.

## **SAIL (GIFTED AND TALENTED PROGRAM)**

The Flour Bluff Independent School District's Gifted and Talented Program, SAIL, is designed to serve identified students who need challenges and educational instruction beyond the regular classroom. The SAIL instructional program is differentiated to promote extension and enrichment for identified students. **SAIL students will have the opportunity to receive instruction through our Advanced courses.**

### **SCREENING PROCEDURES**

1. Nominations are accepted at any time for the SAIL (Gifted and Talented) Program. Students are nominated by anyone, including parents, staff, community members, or through self-nomination.
2. Students are assessed according to district timelines and procedures posted on each campus.
3. Each campus SAIL (Gifted and Talented) Committee meets to review assessment data, screen applicants, and recommend placement of students for whom the SAIL program is an appropriate placement, utilizing established criteria.

Qualification is based on general intellectual ability, specific subject matter aptitude, and creative/productive thinking skills.

Parents receive notification regarding qualification. Students who qualify must submit a parent permission form to be placed and served.

### **FURLOUGHS**

A student or parent may request a temporary leave from the program of not less than one semester or more than one year for serious, extenuating circumstances. The S.A.I.L./GT campus committee reviews the circumstances to determine if a furlough is appropriate for the student. The Junior High campus committee shall review the student's eligibility to re-enter the SAIL program at the end of the furlough period.

### **EXIT POLICY**

The Junior High campus committee may exit a student from the SAIL program upon the recommendation of the teacher and/or parent when the program fails to meet the student's educational needs. Reasons for consideration of exit will include: evidence of working at a level of frustration, observable through performance and or behavior; demonstration of clear inability or unwillingness to maintain the standards of program performance by maintaining a below

satisfactory grade average for two six weeks or more; failure to participate in the program in the appropriate grade level and course offerings for the areas in which the student is qualified; and parent request for removal is automatic. (An Exit form requesting removal is signed and dated by the parent.) Procedures for exit will include a parent conference, a counselor/student conference, and a dismissal review by the junior high campus committee, including input from the parent, teacher, and junior high campus administrator.

### APPEALS

Parents or students may appeal any final decision of the campus committee regarding selection for or removal from the SAIL program. Written notice of desire to appeal should be given to the campus administrator or curriculum supervisor. An appeal shall be made first to the campus committee within 10 days of notification. The Campus Committee then meets and reviews the appeal, and makes a decision. Any subsequent appeals shall be made in accordance with FNG (LOCAL) in Board Policy.

### **SEMESTER TARDY POLICY**

Students must be in their seats and ready to work before the tardy bell rings. Loitering is prohibited between class periods. The passing periods are to be used to go to lockers, to the restroom, and the student's next class. If a student is tardy, the following consequences will be assigned:

- 4<sup>th</sup> tardy: Office Referral = 1 day of detention
- 5<sup>th</sup> tardy: Office Referral = 2 days of detention
- 6<sup>th</sup> tardy: Office Referral = 3 days of detention
- 7<sup>th</sup> tardy: Office Referral = 1 day of In-School Suspension

Each student will receive a "clean slate" beginning the following **semester**.

### **STATE ASSESSMENT**

The assessment in Texas is called the State of Texas Assessments of Academic Readiness (STAAR). Seventh grade students will take the STAAR Reading Language Arts and Math assessments, and eighth grade students will take the STAAR Reading Language Arts, Math, Science and Social Studies assessments. Designated high school credit courses, including Algebra I, will also require administration of the STAAR End-of-Course (EOC) exam.

### **STUDENT CODE OF CONDUCT**

Please refer to the District Handbook for the Student Code of Conduct.

### **STUDENT DELIVERIES**

To provide a conducive learning environment, student deliveries of balloons, flowers, presents, and food should not be made to the school and will not be delivered to classrooms.

## **LUNCH DELIVERIES:**

Parents or guardians will be the only persons allowed to drop off lunch to their students. Delivery companies/restaurants/apps will not be permitted to drop off food to students. Only parents or guardians can drop their students food off.

## **STUDENT IDENTIFICATION (ID.) CARDS**

Identification cards are part of the Student Dress Code and must be worn above the waist at all times. Identification cards will be needed for use in the library, cafeteria, and at dances. The first identification card is free. If a student loses or damages the card, a second card will be issued for a fee of \$5.00.

## **STUDENT RESPONSIBLE USE GUIDELINES FOR TECHNOLOGY**

Flour Bluff Independent School District makes a variety of communication and information technologies available to students through computer/network/Internet access. When properly used, these technologies promote educational excellence in the District by facilitating resource sharing, innovation, and communication. Illegal, unethical, or inappropriate use of these technologies can have dramatic consequences, harming the District, its students, and its employees. These Responsible Use Guidelines are intended to minimize the likelihood of such harm by educating District students and setting standards that will serve to protect the District. The District firmly believes that digital resources, information, and interaction available on the computer/network/Internet far outweigh any disadvantages.

**Mandatory Review.** To educate students on proper computer/network/Internet use and conduct, students are required to review these guidelines at the beginning of each school year. All District students shall be required to acknowledge receipt and understanding of all guidelines governing the use of the system and shall agree in writing to allow monitoring of their use and to comply with such guidelines. The parent or legal guardian of a student user is required to acknowledge receipt and understanding of the District's Student Responsible Use Guidelines for Technology (hereinafter referred to as the Responsible Use Guidelines as part of their review of the *Student/Parent Handbook* and *Student Code of Conduct Handbook*. Employees supervising students who use the District's system must provide training emphasizing its appropriate use.

**Definition of District Technology System.** The District's computer systems and networks (system) or any hardware and software configuration. The system includes but is not limited to the following:

- Telephones, cellular telephones, and voicemail technologies;
- Email accounts;
- Servers;
- Computer hardware and peripherals;
- Software including operating system software and application software;

- Digitized information, including stored text, data files, email, digital images, and video and audio files;
- Internally or externally accessed databases, applications, or tools (Internet- or District server-based);
- District-provided Internet access;
- District-filtered public Wi-Fi; and
- New technologies as they become available.

**Acceptable Use.** Computer/Network/Internet access will be used to enhance learning consistent with the District's educational goals. The District requires legal, ethical, and appropriate computer/network/Internet use.

**Privilege.** Access to the District's computer/network/Internet is a privilege, not a right.

**Access to Computer/Network/Internet.** Access to the District's electronic communications system, including the Internet, shall be made available to students for instructional purposes. Each District computer and public Wi-Fi (available for students who bring their own personal telecommunication devices) has filtering software that blocks access to visual depictions that are obscene, pornographic, inappropriate for students, or harmful to minors, as defined by the federal Children's Internet Protection Act (CIPA). Filtered Internet access is provided to students as defined by CIPA.

**Student Access.** Computer/Network/Internet access is provided to all students unless parents or guardians request in writing to the campus principal that access be denied. Student Internet access will be under the direction and guidance of a District staff member. Students may also be allowed to use the local network and public Wi-Fi with campus permission.

**Use of Personal Telecommunication Devices.** Technology is a powerful tool that enhances learning and enables students to access many academic resources. The goal is to increase student access to digital tools and facilitate immediate access to technology-based information, much like students utilize pen and paper. To this end, the District will open a filtered wireless network through which students in specific age groups can connect privately owned (personal) telecommunication devices. Students using personal telecommunication devices must follow the guidelines stated in this document while on school property, attending any school-sponsored activity, or using the Flour Bluff ISD network.

**Security.** A student who gains access to inappropriate or harmful material is expected to discontinue the access and report the incident to a supervising staff member. Any student identified as a security risk or violating the Responsible Use Guidelines may be denied access to the District's system. Other consequences may also be assigned. A student who knowingly brings prohibited materials into the school's electronic environment will be subject to suspension of access and/or revocation of privileges on the District's system and will be subject to disciplinary action in accordance with the *Student/Parent Handbook* and *Student Code of Conduct*.

**Content/Third-Party Supplied Information.** Students and parents of students with access to the District's system should be aware that use of the system may provide access to other electronic

communication systems in the global electronic network that may contain inaccurate and/or objectionable material.

**Subject to Monitoring.** All District computer/network/Internet usage shall not be considered confidential and is subject to monitoring by designated staff at any time to ensure appropriate use. Students should not use the computer system to send, receive, or store any information, including email messages, that they consider personal or confidential and wish to keep private. All electronic files, including email messages, transmitted through or stored in the computer system will be treated no differently than any other electronic file. The District reserves the right to access, review, copy, modify, delete, or disclose such files for any purpose. Students should treat the computer system like a shared or common file system with the expectation that electronic files, sent, received, or stored anywhere in the computer system, will be available for review by any authorized representative of the District for any purpose. Personal telecommunication devices are subject to examination in accordance with disciplinary guidelines if there is reason to believe that the Responsible Use Guidelines have been violated.

### **Student Computer/Network/Internet Responsibilities**

District students are bound by all portions of the Responsible Use Guidelines. A student who knowingly violates any portion of the Responsible Use Guidelines will be subject to suspension of access and/or revocation of privileges on the District's system and will be subject to disciplinary action in accordance with the Board-approved *Student/Parent Handbook* and *Student Code of Conduct*.

**Use of Digital Learning Tools.** Students may participate in teacher-approved digital learning environments related to curricular projects or school activities and use digital tools, such as, but not limited to, mobile devices, blogs, discussion forums, wikis, and Google Tools. The use of blogs, wikis, and other digital tools are considered an extension of the classroom. The verbal or written language that is considered inappropriate in the classroom is also inappropriate in all uses of blogs, wikis, and other digital tools. Digitally transmitted content that includes inappropriate language, images, or content is prohibited.

**Password Confidentiality.** Students are required to maintain password confidentiality by not sharing their password with others. Students may not use another person's system account.

**Reporting Security Problem.** If knowledge of inappropriate material or a security problem on the computer/network/Internet is identified, the student should immediately notify a supervising staff member. The security problem should not be shared with others.

**The following guidelines must be adhered to by students using a personally-owned telecommunication device at school:**

- Internet access is filtered by the District on personal telecommunication devices in the same manner as District-owned equipment. If network access is needed, connection to the filtered wireless network provided by the District is required.
- These devices are the sole responsibility of the student owner. The campus or District assumes

no responsibility for personal telecommunication devices if they are lost, loaned, damaged, or stolen, and only limited time or resources will be spent trying to locate stolen or lost items.

- These devices have educational and monetary value. Students are prohibited from trading or selling these items to other students on District property, including school buses, and at school-sponsored or school-related activities on or off school property.
- Each student is responsible for his/her own device: set-up, maintenance, charging, and security. Staff members will not store student devices at any time, nor will any District staff diagnose, repair, or work on a student's personal telecommunication device.
- The availability of telecommunication devices will not be used as a factor in grading or assessing student work. Students who do not have access to personal telecommunication devices will be provided with comparable District-owned equipment or given similar assignments that do not require access to electronic devices.
- Telecommunication devices are only to be used for educational purposes at the direction of a classroom teacher or as stated for specific age groups.
- Campus administrators and staff members have the right to prohibit the use of devices during certain times or during designated activities (i.e., STAAR testing, classroom testing situations, campus presentations, theatrical performances, or guest speakers) during the school day.
- An administrator may examine a student's personal telecommunication device and search its contents in accordance with disciplinary guidelines.

### **Inappropriate Use**

Inappropriate use includes but is not limited to, those uses that violate the law, that are specifically named as violations in this document, that violate the rules of network etiquette, or that hamper the integrity or security of this computer/network/Internet system or any components that are connected to it. The following actions are considered inappropriate uses, are prohibited, and will result in revocation of the student's access to the computer/network/Internet.

**Violations of Law.** Transmission of any material in violation of any federal or state law is prohibited.

This includes, but is not limited to:

- threatening, harassing, defamatory, or obscene material;
- copyrighted material;
- plagiarized material;
- material protected by trade secret, or
- blog posts, Web posts, or discussion forum/replies posted to the Internet which violate federal or state law.

Tampering with or theft of components from District systems may be regarded as criminal activity under applicable state and federal laws. Any attempt to break the law through the use of a District computer/network/Internet account may result in prosecution against the offender by the proper authorities. If such an event should occur, the District will fully comply with the authorities to provide any information necessary for legal action.

**Modification of Computer.** Modifying or changing district computer settings and/or internal or external configurations without appropriate permission is prohibited.



**Transmitting Confidential Information.** Students may not redistribute or forward confidential information without proper authorization. Confidential information should never be transmitted, redistributed, or forwarded to outside individuals who are not expressly authorized to receive the information. Revealing personal information about oneself or others, such as, but not limited to, home addresses, phone numbers, email addresses, pictures, or birthdates, is prohibited.

**Commercial Use.** Use of the system for any type of income-generating activity is prohibited. Advertising the sale of products, whether commercial or personal, is prohibited.

**Marketing by Non-FBISD Organizations.** Use of the system for promoting activities or events for individuals or organizations not directly affiliated with or sanctioned by the District is prohibited.

**Vandalism/Mischief.** Any malicious attempt to harm or destroy District equipment, materials, or data, or the malicious attempt to harm or destroy data of another user of the District's system or any of the agencies or other networks to which the District has access, is prohibited. Deliberate attempts to degrade or disrupt system performance are violations of District policy and administrative regulations and may constitute criminal activity under applicable state and federal laws. Such prohibited activity includes but is not limited to, the uploading or creating of computer viruses.

As defined above, Vandalism is prohibited and will result in the cancellation of system use privileges. Students committing vandalism will be required to provide restitution for costs associated with system restoration and may be subject to other appropriate consequences. [See the Board-approved *Student Code of Conduct*.]

**Intellectual Property/Copyright Violations.** Students must always respect the copyrights and trademarks of third parties and their ownership claims in images, text, video, and audio material, software, information, and inventions. Copying, using, or transferring others' materials without appropriate authorization is prohibited. Downloading or using copyrighted information without following approved district procedures is also prohibited.

**Plagiarism.** Fraudulently altering or copying documents or files authored by another individual is prohibited.

**Impersonation.** Attempts to log on to the computer/network/Internet impersonating a system administrator or District employee, student, or individual other than oneself will result in revocation of the student's access to the computer/network/Internet.

**Illegally Accessing or Hacking Violations.** Intentional or unauthorized access or attempted access of any portion of the District's computer systems, networks, or private databases to view, obtain, manipulate, or transmit information, programs, or codes is prohibited.

**File/Data Violations.** Deleting, examining, copying, or modifying files and/or data belonging to other users without their permission is prohibited.

**System Interference/Alteration.** Deliberate attempts to exceed, evade, or change resource quotas are prohibited. The deliberate causing of network congestion through mass consumption of system resources is prohibited.

### **Email and Communication Tools**

Email and other digital tools, such as but not limited to, blogs and wikis, are tools used to communicate within the District. The use of these communication tools should be limited to instructional, school-related activities, or administrative needs. Email is subject to monitoring by appropriate staff.

All students in grades 7-12 will be issued email accounts. Students should check email frequently, delete unwanted messages promptly, and stay within the email server space allocations. Students should keep the following points in mind:

**Perceived Representation.** Using school-related email addresses, blogs, wikis, and other communication tools might cause some recipients or other readers of the email to assume that the student's comments represent the District or school, whether or not that was the student's intention.

**Privacy.** Email, blogs, wikis, and other communication within these tools should not be considered a private, personal form of communication. Private information, such as home addresses, phone numbers, last names, pictures, or email addresses, should not be divulged. To avoid disclosing protected email addresses, all email communications to multiple recipients should be sent using the blind carbon copy (bcc) feature.

**Inappropriate Language.** Using obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language in emails, blogs, wikis, or other communication tools is prohibited. Sending messages that could cause danger or disruption and personal attacks, including prejudicial or discriminatory attacks, is prohibited.

**Political Lobbying.** Consistent with State ethics laws, District resources and equipment, including, but not limited to, emails, blogs, wikis, or other communication tools, must not be used to conduct any political activities, including political advertising or lobbying. This includes using District email, blogs, wikis, or other communication tools to create, distribute, forward, or reply to messages from either internal or external sources that expressly or implicitly support or oppose a candidate for nomination or election to either a public office or an office of a political party or support or oppose an officeholder, a political party, or a measure (a ballot proposition). These guidelines prohibit direct communications as well as the transmission or forwarding of emails, hyperlinks, or other external references within emails, blogs, or wikis regarding any political advertising.

**Forgery.** Forgery or attempted forgery of email messages is prohibited. Attempts to read, delete, copy, or modify other system users' email, deliberate interference with the ability of other system users to send/receive email, or the use of another person's user ID and/or password is prohibited.

**Junk Mail/Chain Letters.** Generally, students should refrain from forwarding emails unrelated to the district's educational purposes. Chain letters or other emails intended for forwarding or distributing to others are prohibited. Creating, distributing, or forwarding any annoying or unnecessary message to a large number of people (spamming) is also prohibited.

### **Student Email Accounts and Electronic Communication Tools**

Electronic communication is an important skill for 21<sup>st</sup> Century students. By providing this tool, the District equips students with the skills necessary for success. Students in grades 7-12 are given access to a District student email account. This account is set up with the student's user ID. Students must abide by the guidelines established in the Email and Communication Tools Section. Student email accounts will be available for use by students in grades 7-12 while they are currently enrolled in the District. Parents wishing to deny access to District email must do so in writing to the campus principal.

### **Consequences of Agreement Violation**

Any attempt to violate the provisions of this agreement may result in revocation of the student's access to the computer/network/Internet, regardless of the success or failure of the attempt. In addition, school disciplinary and/or appropriate legal action may be taken.

**Denial, Revocation, or Suspension of Access Privileges.** With just cause, the System Administrator and/or building principal may deny, revoke, or suspend computer/network/Internet access as required, pending an investigation.

### **Warning**

Sites accessible via the computer/network/Internet may contain illegal, defamatory, inaccurate, or controversial material. Each District computer with Internet access has filtering software that blocks access to visual depictions that are obscene, pornographic, inappropriate for students, or harmful to minors, as defined by the federal Children's Internet Protection Act. The District makes every effort to limit access to objectionable material; however, controlling all such materials on the computer/network/Internet is impossible, even with filtering in place. With global access to computers and people, a risk exists that students may access material that may not be of educational value in the school setting.

### **Disclaimer**

The District's system is provided on an "as is, as available" basis. The District does not make any warranties, whether expressed or implied, including, without limitation, those of merchantability and fitness for a particular purpose with respect to any services provided by the system and any information or software contained therein. The District does not guarantee that the functions or services performed by, or that the information or software contained on the system will meet the system user's requirements, that the system will be uninterrupted or error-free, or that defects will be corrected. Opinions, advice, services, and all other information expressed by system users, information providers, service providers, or other third-party individuals in the system are those of the providers and not the

District.

The District will cooperate fully with local, state, or federal officials in any investigation concerning or relating to misuse of the District's electronic communications system.

### **TELEPHONE**

The school telephone is for school business. Students are not permitted to use the office phone for personal calls except in an emergency and with staff permission. Students may use the school phone between classes for brief calls. Students are not permitted to utilize cell phones during the school day unless approved for instructional activities.

### **TEXTBOOKS**

Please refer to the District Handbook for information on Textbooks.

### **TUTORIALS**

Tutorials are available for students every morning in the individual classrooms. Students needing help with assignments and/or skill development should attend tutorials. Any student receiving a progress report or a failing grade is encouraged to attend tutorials. Students may attend tutorials from 7:45 a.m. - 8:10 a.m. Monday through Friday. Student IDs are required to attend tutorials. After school dismissal in the afternoon, and unless involved in an activity under the supervision of a teacher, students must leave campus immediately. No student should be in the building or on campus after 3:58 p.m. (when buses leave) unless participating in a school-supervised activity.

### **VISITORS TO THE 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 for authorization. **Please be prepared to present a picture ID when you visit the campus.** Visits to individual classrooms during instructional time are permitted only with the approval of the principal and teacher 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.

### **WITHDRAWING FROM SCHOOL**

Please refer to the district handbook for information on withdrawing from school.

# **SPEAK UP HORNETS!** DO THE RIGHT THING

## **Crime Stoppers**

The Flour Bluff ISD Police Department recognizes the safety and security of our students and staff is the primary concern of all of us and we take the responsibility seriously and professionally with our seasoned and experienced staff of police officers and security officers.

For our ISD Police Department to be successful and effective we must all work together and your participation is essential to our goals. Your involvement will help us ensure that Flour Bluff ISD is safe and can continue to achieve academic success for students and staff.

Any student having knowledge of weapons, drugs, or any illegal activity on campus, or violation of the Student Code of Conduct should **immediately** report the concern to Flour Bluff ISD Police Department at (361) 694-9904 or campus administration/faculty. Also, Campus Crime Stoppers will pay cash rewards for information. Call (361) 888-TIPS.