



2025-2026

Veterans Memorial Intermediate Student Handbook

Veterans Memorial Intermediate School

Principal, Amber Debeaumont

August 11, 2025

Dear Parents,

Welcome to Veterans Memorial Intermediate School!

We extend our warmest welcome to you. At Veterans Memorial, we believe a team effort of students, parents and teachers working together will ensure the best education for our students. We want this to be a happy and productive year for your child. Please come visit the school and join us in our mission.

The beginning of school is always an exciting and busy time for everyone. We have compiled an overview of policies and procedures. You will also find telephone numbers, websites, email addresses, and forms that you may find helpful.

Please consider joining the Veterans Memorial Parent Teacher Organization. The PTO is a vital part of our school and offers many opportunities for parent participation.

We look forward to a great year! My door is always open. Please do not hesitate to call and schedule an appointment or email me if there is anything I can do to help you or your child in any way.

Sincerely,

Amber Debeaumont Principal

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Parent and School Partnership

Parents are an essential component of a child's successful educational experience. Success in the early years in school provides a firm foundation for success in life. Parents should be active participants in the education of their child. Below are ways to participate with school staff and your child.

Communication: Communicate with the school staff. Review with your child his or her school work, and look for communication from the District, campus and your child's teachers. If you have questions, contact the school.

Monitor Progress: Attend teacher conferences and respond to requests from the school. If you have a concern about your child's progress, contact your child's teacher. Keep teachers informed of events in your child's life that may impact school performance.

Become Involved: Consider becoming a school volunteer. Participate in the parent organization at your child's school. Be a room parent.

Build on Success: Acknowledge your child's successes. Reinforce school rules. Set high expectations for your child and reward his or her efforts to accomplish those goals.

Set a Regular Routine: Provide a time and place for your child to complete homework assignments. Identify a location where items to be returned to school are placed. Young children need adequate rest to be at their best. Plan and keep a regular routine whenever possible.

Attendance: Regular school attendance is a key to school success. Students should arrive on time so they have time to prepare for instruction. Start building this habit early so they can learn right away that going to school on time every day is important.

Keep Education a High Priority: Make doing well in school a high priority. Make connections between what happens at school to things your child encounters outside of school. Read to and with your child.

Thank you in advance for your time and effort in making this year a special one for your child.

Academic Information

Grading Guidelines/Reporting to Parents

Intermediate students receive numerical grades for each subject in school, including Fine Arts and Physical Education. Intermediate grade weights are daily work 50% and major grades 50%.

2025-2026	Major =(50%)	Daily= (50%)
Reading/Writing(Combined Gradebook)	3	8
Math	2	6
Science	2	6
Social Studies	2	6

Progress reports will be available through the parent access center. during the mid-point of each marking period as communicated by each school. Progress reports are a good indication of a child's academic achievement. The parent or teacher may request a parent/teacher conference if progress report grades indicate an academic and/or behavioral concern. For progress reports you need three daily grades and one major grade.

For report cards, the teacher will call the parent or guardian of a student whose grade average in any class is lower than 70, whose grade average is deemed borderline by the teacher, or whose grade average indicates a significant drop in achievement. If a child transfers from another school in Conroe ISD, the report card will reflect an average of the grades from the previous school and the new school.

Homework

Expectation: We will assign purposeful homework. We will not assign routine homework for the purpose of assigning homework.

Homework assigned will be linked to specific instructional needs for students on the days assigned. As we progress through the year, homework should be differentiated to meet the instructional and social-emotional needs of specific students.

When assigning homework for which we expect parents to assist students, we will be mindful to provide both specific instructions for parents and all necessary resources to complete the assigned homework.

Veterans Memorial Weekly Homework Schedule (homework assignment can't exceed 30 minutes).

Teacher Autonomy: Choose the homework assignment of your choice. Homework is optional and will not be graded nor will students be penalized. Students will receive an incentive of your choice for homework completion.

Tuesday: Math

Wednesday: Reading

Thursday: Science

****Or, each subject assigns homework once a week that is due on Friday.**

Electives for fifth and sixth graders, such as band and orchestra, require practice time each week. This practice time is not included in the recommended amount of homework for each grade level.

Parent Teacher Communication

Conferences with school staff regarding your child are highly encouraged. If needed, the teacher will request the opportunity to formally meet with you to review your child's progress. Other conferences will be scheduled as needed. All conferences should focus on ways to assist each student to realize their full potential. Parents may initiate a conference at any time. Simply call the school office, send a note or email to make arrangements for scheduling the conference. Close, frequent communication between home and teachers is of great value to all concerned.

Promotion and Retention

A student will be promoted on the basis of academic achievement or proficiency. In making promotion decisions, the school will consider: the Teacher's recommendation, grades, scores on criterion-referenced or state-mandated assessments, and any other necessary academic information as determined by the principal.

A parent may request in writing that a student repeat the grade level. Before granting the request, the school may convene a retention committee to meet and discuss the request and will invite the parent to participate

A student in grades 3-8 shall be assessed at least once in high school with the ACT or the SAT if the student completes the high school end-of-course assessments in mathematics, reading/language arts, or science prior to high school.

Report Card Schedule

The school year is divided into four quarters. Progress reports will be issued in the middle and at the end of each quarter.

Re-teaching/Re-testing

Re-teaching is an integral part of good instruction. Teachers should continuously monitor the progress of students to make sure the concepts and skills are mastered. When teachers identify students who do not understand the concepts presented, either by formal or informal assessment, they will select re-teaching activities that present the content in a new or different learning modality. When a student receives a failing grade on a test, a retest may be given.

Tutoring or Test Preparation

Based on informal observations, evaluative data such as grades earned on assignments or tests, or results from diagnostic assessments, a teacher may determine that a student is in need of additional targeted assistance in order for the student to achieve mastery in state-developed essential knowledge and skills. The school will always attempt to provide tutoring and strategies for test-taking in ways that prevent removal from other instruction as much as possible. In accordance with state law and policy EC, schools must obtain parental permission before removing a student from a regularly scheduled class for remedial tutoring or test preparation for more than ten percent of the school days on which the class is offered. Under state law, students with grades below 70 for a reporting period are required to attend tutorial services.

STAAR (State of Texas Assessments of Academic Readiness)

In addition to routine tests and other measures of achievement, students will take state-mandated assessments, STAAR, in the following subjects:

- Mathematics, annually in grades 5-6
- Reading, annually in grades 5-6
- Science in grade 5

STAAR Alternate 2 is available for students receiving special education services who meet certain state-established criteria, as determined by the student's ARD committee. STAAR Spanish is available for students for whom a Spanish version of STAAR is the most appropriate measure of their academic progress.

Student Work

Completed student work is sent home with students on a weekly basis or as designated by the teacher(s). Please review the work with your child. If questions arise, feel free to contact the teacher or school office.

Excused from P.E. Participation

Physical education is an important part of a child's educational experience and is required by state law. A written excuse is required in the event a child needs to be excused from participation in physical education. If he or she cannot participate for a period of more than five days, a doctor's statement must be presented to the school. A note from the physician releasing the student to return to regular participation in physical education will also be required. Students who are temporarily restricted from participation in physical education will remain in the class and shall continue to learn the concepts of the lessons but not actively participate in the skill demonstration.

General Information

Dress and Grooming for Students in Intermediate School

Dress codes are established to teach grooming and hygiene, prevent disruptions, minimize safety hazards, and to maintain a positive learning environment. The District prohibits pictures, emblems, or writings on clothing that are any of the following: lewd, violent, suggestive, offensive, vulgar or obscene, or advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance prohibited under FNCF (LEGAL). Halter-tops, muscle shirts, and spaghetti-straps tops are not permitted unless covered by another shirt. Midriff shirts, or shirts exposing the midsection of the body, are not permitted. Blue jean cutoffs or unhemmed shorts are not appropriate dress for elementary/intermediate school classes. Makeup/cosmetics may not be worn or applied at school. Hair and hairstyle cannot create a distraction. Pants/shorts may not be worn lower than undergarments. Students who choose to wear shorts to school must wear them at fingertip length when the student rests his/her arms at his/her side. Flip flops may not be worn during P.E. classes. Shorts may be worn under dresses. Dresses and skirts should be appropriate length (fingertip) and tights should accompany shorter dresses, skirts or shorts. A campus may have additional rules regarding dress code.

If the principal determines that a student's grooming or clothing violates the school's dress code, the student will be given an opportunity to correct the problem at school and return to the classroom. If the problem cannot be corrected at school, the school will work with the student and parent to obtain an acceptable change of clothing for the student in a way that minimizes loss of instructional time. Until the situation is corrected, the student may be assigned to in-school suspension. Repeated or severe offenses may result in more serious disciplinary action in accordance with the Student Code of Conduct.

Conduct Before and After School

Teachers and administrators have full authority over student conduct at before or after-school activities. Whether a school activity is on or off District premises, students must follow the same rules of conduct that apply during the instructional day. Misbehavior will be subject to consequences established by the Student Code of Conduct or any stricter standards of behavior established by the sponsor of the extracurricular activity.

Snacks and Competitive Foods

Schools may allow one nutritious snack per day under the teacher's supervision. The snack may be in the morning or afternoon, but may not be at the same time as the regular lunch period. Schools may not serve competitive foods (or provide access to them through direct or indirect sales) to students

anywhere on school premises throughout the day until the end of the last scheduled lunch period. This does not pertain to food items made available by the Child Nutrition Department.

Food at School Functions

The United States Department of Agriculture has established guidelines for all foods served during the school day. These guidelines are referred to as SmartSnacks. Due to allergy, safety, and sanitation issues, any food items served during the school day must be store bought items and served using food safe gloves. If you do not want your student to consume these food items, please notify your child's teacher in writing by September 1 of each school year. Due to possible allergic students, we ask parents to avoid sending to the school any food product containing nuts.

Lost and Found

If your student has lost an item at school, the student should check to see if it is in the lost and found area.

Parent/Teacher Organizations

Veteran Memorial Intermediate has a parent-faculty/teacher organization. Contact the school to join our school PTO.

Field Trips

The School periodically takes students on field trips for education purposes. A parent must provide permission for a student to participate in a field trip. The school may ask the parent to provide information about a student's medical provider and insurance coverage, and may also ask the parent to sign a waiver allowing for emergency medical treatment in the case of a student accident or illness during the field trip. The school may require a fee for student participation in a field trip that is not required as part of a basic educational program or course to cover expenses such as transportation, admission, and meals; however, a student will not be denied participation because of financial need. The school is not responsible for refunding fees paid directly to third-party vendors.

Student Education Records

Parent Contact Information

A parent is legally required to provide in writing the parent's contact information, including address, phone number, and email address. A parent must provide the contact information to the District upon enrollment and again within two weeks after the beginning of each following school year while the student is enrolled in the District. If the parent's contact information changes during the school year, the parent must update the information in writing no more than two weeks after the date the information changes.

The District or school periodically will send information by automated or prerecorded messages, text messages, or real-time phone or email communication that are closely related to the school's mission and specific to your child, your child's school, or the District. Standard messaging rates of your wireless carrier may apply. If you do not wish to receive such communications, please notify the school principal.

Display of Student's Names, Photos, Artwork Projects and Other Original Work Products

Students' names, photographs, artwork projects, other original work products and special recognitions may be displayed in community newspapers, classrooms or other areas of the District, including on the District, campus, or classroom websites; in printed material; video; or any other method of mass communication. Parents may choose not to allow their child's personally identifiable student information or work product to be displayed. Parents wishing to exercise this option must notify the campus principal in writing.

Enrollment and Withdrawal

Enrollment Requirements

To enroll in a District school a parent/guardian must provide proof of legal responsibility for the student in the form of a birth certificate, divorce decree or some other legal document. The parent or legal guardian of a student under the age of 18 must be present with the student at enrollment to complete necessary paperwork, provide copies of any court orders that affect the child, and the child's emergency notification information. Parents must also bring proof of residency (utility bill), birth certificate or other document suitable as proof of the child's identity, and proof that the child has received the age appropriate immunizations as required by the Texas Health Department. (See below).

Immunization Requirements for Enrollment: Students must present records validated by a physician or health clinic for the following immunizations:

Immunizations

A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical reasons or reasons of conscience, including a religious belief, the student will not be immunized. For exemptions based on reasons of conscience, only official forms issued by the Texas Department of State Health Services (TDSHS), Immunization Branch can be honored by the District. [You may access the DSHS exemption form here.](#)

All immunizations should be completed by the first date of attendance. The law requires that students be fully vaccinated against specified diseases. A student may be enrolled provisionally if the student has an immunization record that indicates the student has received at least one dose of each specified age-appropriate vaccine required by state law. To remain enrolled, the student must complete the required subsequent doses in each vaccine series on schedule and as rapidly as is medically feasible and provide acceptable evidence of vaccination to the school. A school nurse or school administrator will review the immunization status of a provisionally enrolled student every 30 days to ensure continued compliance in completing the required doses of a vaccination. If, at the end of the 30-day period, a student has not received a subsequent dose of vaccine, the student is not in compliance, and the school must exclude the student from school attendance until the required dose is administered.

Residency Requirements

Students must enroll in the school in the attendance zone in which they reside.

Withdrawing from School

When a parent or legal guardian wants to withdraw a student from school, the parent or legal guardian must submit a written request to the principal, specifying the reasons for the withdrawal and the final

day the student will be in attendance. Withdrawal forms are available at each school.

Attendance and Absences

Absences from class may result in serious disruption of a student's education. The student and parent should avoid unnecessary absences. Two state laws, one dealing with compulsory attendance and the other with how a child's attendance affects the award of a student's final grade or course credit, are discussed below.

Compulsory Attendance

State law requires that a student who is at least six years of age, or who is younger than six years of age and has previously enrolled in first grade, and who has not yet reached their 19th birthday, shall attend school, as well as any applicable accelerated instruction programs, extended year programs, and District-required tutorial sessions unless the student is otherwise legally exempt or excused. Parents will be notified in writing if their child is assigned to an accelerated reading instruction program based on a diagnostic reading instrument.

School employees must investigate and report violations of the state compulsory attendance law. A student absent without permission from school from any classes, any required special programs, or required tutorials will be considered in violation of the compulsory attendance law and subject to disciplinary action.

A court of law may impose penalties against the parent if a school-aged student is deliberately not attending school. The District may file a complaint against the parent if the student incurs ten or more unexcused absences within a six-month period in the same school year.

If a student age 12-18 incurs ten or more unexcused absences within a six-month period in the same school year, the District, in most circumstances, will refer the student to truancy court. If a student with a disability is experiencing attendance issues, the student's ARD committee or Section 504 committee will be notified, and the committee will determine whether the attendance issues warrant an evaluation, a reevaluation, and/or modifications to the student's individualized education program or Section 504 plan, as appropriate.

Attendance for Credit or Final Grade

To receive credit or a final grade in a class, a student must attend at least 90 percent of the days the class is offered. A student who attends at least 75 percent but fewer than 90 percent of the days the class is offered may receive credit and/or a final grade for the class if he/she completes a plan, approved by the principal, that allows the student to fulfill the instructional requirements for the class.

With the exception of absences due to serious or life-threatening illness or related treatment, all absences whether excused or unexcused, may be held against a student's attendance requirement. To determine whether there were extenuating circumstances for the absences, the attendance committee will use the following guidelines:

- Whether the student has mastered the essential knowledge and skills and maintained passing grades in the course or subjects.
- Whether the student or the student's parent had control over the absences.
- Whether the student has completed makeup work satisfactorily.
- Any information presented by the student or the student's parent to the committee about the

absences. The student or parent may appeal the committee's decision to the Board of Trustees by following policy FNG.

Exemptions to Compulsory Attendance

State law allows exemptions to the compulsory attendance requirements, as long as the student makes the work, for these activities and events:

- Documented health care appointments for the student or a child of a student, including absences related to autism services, if the student returns to school on the same day as the appointment, and brings a note from the health care provider;
- Absences resulting from a serious or life-threatening illness or related treatment that makes a student's attendance infeasible, with certification by a physician;
- For students in the conservatorship (custody) of the state, an activity required under a court-ordered service plan, or any other court-ordered activity, provided it is not practicable to schedule the student's participation in the activity outside of school hours;
- Religious holy days;
- Required court appearances;
- Activities relating to obtaining United States citizenship;

For children of military families, absences of up to five days will be excused for a student to visit with a parent, stepparent, or legal guardian who has been called to duty for, is on leave from, or immediately returned from certain deployments.

The District will allow a student in grades 6-12 to be absent for the purpose of sounding "Taps" at a military honors funeral for a deceased veteran.

When a student must be absent from school, the student – upon return to school – must bring a note signed by the parent that describes the reason for the absence. The campus will document in its attendance records of the student whether the absence is considered by the District to be excused or unexcused. Unless the absence is for a statutorily allowed reason under compulsory attendance laws, the District is not required to excuse any absence, even if the parent provides a note explaining the absence. Should a student develop a questionable pattern of absences, the principal or attendance committee may require a statement from a doctor or health care provider verifying the illness or condition that caused the student's absence from school.

If a student is absent because of a serious or life-threatening illness or related treatment that makes a student's attendance infeasible, a parent must provide certification from a physician licensed to practice in Texas specifying the student's illness and the anticipated period of absence related to the illness or treatment.

Note that documented health-care appointments may include telehealth appointments. Students who are physically on campus will not be allowed to participate in telehealth or other online appointments without specific authorization from an appropriate administrator. Students should not use District-issued technology, including Wi-Fi or internet, for telehealth appointments because use of District-owned equipment and its network systems is not private and will be monitored by the District.

Activity Absence

Participation in school-sponsored extracurricular activities is not considered an absence from school. However, students may not miss any class to participate in any one or a combination of such activities more than 10 times during a school year. Students participating in activities approved by the Board of Trustees as extracurricular activities must follow these same guidelines. Approved competitions above the district level are not considered in determining a student's total days of absence from school due to extracurricular activities. For the purpose of determining whether a student may participate in an extracurricular activity on the evening of a school day, the student must be in attendance at school for at least half of the day. The principal or designee may make exceptions to this rule.

Absences Approved in Advance

Written parental requests for pre approved absences must be made in advance to the appropriate assistant principal. Approval will be based on the student's attendance record, academic standing, and compliance with campus procedures. A maximum of five pre approved absences per school year are allowed. Pre Approved absences are included in the calculation to determine if a student has attended class 90% of the days the class is offered in order to receive credit for the class. Make-up assignments are provided for absences approved in advance.

Make-Up Work

Students will be given the opportunity to make up work missed due to any absence. It is the responsibility of the student to request and complete any assignment or test missed because of an absence. Students will be permitted one day for each day of absence to complete the assigned work. Students who miss class for an approved school activity must make arrangements with each teacher to complete any tests or assignment prior to the absence. Long-term assignments are due even if the student is absent on that day. Students should make arrangements to have long-term assignments turned in on the date due if the student is unable to do so because of an absence. Students assigned to ISS or OSS will be given their course work for foundation curriculum classes.

Leaving Campus During the Day

All students who leave campus during the school day must have a parent/guardian or authorized adult sign the student out of school. The person must provide appropriate identification. If the student returns to school on the same day, the student must be signed back into school by a parent/guardian or authorized adult, and provide documentation relating to the absence to school staff.

Authorized Person Picking Up Students

Under normal circumstances, either parent of the student will be allowed to pick up a student at school. When the school is furnished with a copy of a court order that establishes custody, possession, and/or access to the child, the child will be released to the parent who has possession under the order at that time. In the absence of a court order, a student will be released to either parent unless the parents give conflicting instructions regarding release of the student. In this instance, the campus will generally maintain the status quo and allow the parents to seek legal intervention to resolve the conflict. Anyone picking up a child other than their own should have a note signed by the child's parent or guardian giving them permission to do so. In addition, a picture ID may be requested when picking up a student.

Official Attendance-Taking Time

The District must submit attendance of its students to the Texas Education Agency (TEA) reflecting

attendance at 10:00 am each day.

Tardies

When students arrive late they miss important information necessary for their academic success. To ensure all our students received the instructional time required by the state, a school administrator will contact the parents or legal guardian of the students after three late arrivals.

Safety and Security

Applicability of School Rules

The Board has adopted a Student Code of Conduct that defines standards of acceptable behavior –on and off campus, during remote and in-person instruction, and on District vehicles – and outlining consequences for violation of these standards. The District has disciplinary authority over a student in accordance with the Student Code of Conduct. In addition, in some instances involving criminal conduct. During summer instruction, the Student Handbook and Student Code of Conduct in place for the year immediately preceding the summer period shall apply, unless the District amends either or both documents for the purposes of summer instruction.

Student Insurance

Student insurance is available to all students. The District acts as a service agent only, and is not responsible for claims resulting from student injuries. Parents have the opportunity to purchase low-cost accident insurance that will help with meeting medical expenses for school-related injuries to their child. Student insurance may be purchased at any time. If you have questions about student insurance you may contact the District's athletic director at 936-709-7888.

Child Sexual Abuse, Trafficking, and Other Maltreatment of Children

Warning Signs of Sexual Abuse: Sexual abuse in the Texas Family Code is defined as any sexual conduct harmful to a child's mental, emotional, or physical welfare as well as a failure to make a reasonable effort to prevent sexual conduct with a child. A person who compels or encourages a child to engage in sexual conduct commits abuse. It is illegal to make or possess child pornography or to display such material to a child. Anyone who suspects that a child has been or may be abused or neglected has a legal responsibility, under state law, to report the suspected abuse or neglect to law enforcement or to Child Protective Services (CPS).

A child who has been or is being sexually abused may exhibit physical, behavioral, or emotional warning signs, including difficulty sitting or walking, pain in the genital areas, and claims of stomachaches and headaches; verbal references or pretend games of sexual activity between adults and children, fear of being alone with adults of a particular gender, or sexually suggestive behavior; or withdrawal, depression, sleeping and eating disorders, and problems in school.

Be aware that children and adolescents who have experienced dating violence may show similar physical, behavioral, and emotional warning signs.

Warning Signs of Trafficking: Child trafficking of any sort is prohibited by the Penal Code. Sex trafficking involves forcing a person, including a child, into sexual abuse, assault, indecency, prostitution, or pornography. Labor trafficking involves forcing a person, including a child, to engage in forced labor or services. Traffickers are often trusted members of a child's community, such as friends, romantic partners, family members, mentors, and coaches, although traffickers frequently make contact with victims online. Possible warning signs of sexual trafficking in children include: changes in school attendance, habits, friend groups, vocabulary, demeanor, and attitude; sudden appearance of expensive

items (for example, manicures, designer clothes, purses, technology); tattoos or branding; refillable gift cards; frequent runaway episodes; multiple phones or social media accounts; provocative pictures posted online or stored on the phone; unexplained injuries; isolation from family, friends, and community; and, older romantic partners. Additionally warning signs of labor trafficking in children include: being unpaid, paid very little, or paid only through tips; being employed but not having a school-authorized work permit; being employed and having a work permit but clearly working outside the permitted hours for students; owing a large debt and being unable to pay it off; not being allowed breaks at work or being subjected to excessively long work hours; being overly concerned with pleasing an employer and/or deferring personal or educational decisions to a boss; not being in control of his or her own money; living with an employer or having an employer listed as a student's caregiver, and ; a desire to quit a job but not being allowed to do so.

Reporting and Responding to Sexual Abuse, Trafficking, and Other Maltreatment of Children: Anyone who suspects that a child has been or may be abused, trafficked, or neglected has a legal responsibility, under state law, to report the suspected abuse or neglect to law enforcement or to Child Protective Services (CPS).

A child who has experienced sexual abuse or any other type of abuse or neglect should be encouraged to seek out a trusted adult. Children may be more reluctant to disclose sexual abuse than physical abuse and neglect and may only disclose sexual abuse indirectly. As a parent or trusted adult, it is important to be calm and comforting if your child or another child confides in you. Reassure the child that he or she did the right thing by telling you.

If your child is a victim of sexual abuse, trafficking, or other maltreatment, the school counselor or principal will provide information on counseling options for you and your child available in your area. The Texas Department of Family and Protective Services (DFPS) also manages early intervention counseling programs. To find out what services may be available in your county, see [Texas Department of Family and Protective Services, Programs Available in Your County](#). Reports of abuse, trafficking, or neglect may be made to the CPS division of the DFPS at 1-800-252-5400 or on the web at [Texas Abuse Hotline Website](#).

Further Resources on Sexual Abuse, Trafficking, and Other Maltreatment of Children: The following websites might help you become more aware of child abuse and neglect, sexual abuse, trafficking, and other maltreatment of children:

- [Child Welfare Information Gateway Factsheet](#)
- [Office of the Texas Governor's Child Sex Trafficking Team](#)
- [Human Trafficking of School-aged Children](#)
- [Child Sexual Abuse: A Parental Guide from the Texas Association Against Sexual Assault](#)

Child Abuse Reporting

Any person who has cause to suspect that a child's physical or mental health or welfare has been or may be adversely affected by abuse or neglect shall make such reports as required by law to Children's Protective Services at 1-800-252-5400 or at [Texas Abuse Hotline](#).

Anonymous Alerts and Kid Chat

Anonymous Alerts is a reporting mobile app that parents and students can download onto the persons cell phone to report safety concerns anonymously and quickly.

The District's police department also provides an anonymous and confidential 24-hour phone line -1-888-Kid Chat (543-2428) - to receive and react to information relating to criminal offenses such as drugs, weapons, fighting, and other crimes or fears of possible crimes occurring at school. Kid Chat is affiliated

with the Montgomery County Crime Stoppers Program.

Preparedness Drills, Evacuations, Severe Weather, and Other Emergencies

The School will rely on contact information provided by the parent to communicate in an emergency situation. An emergency situation could include early dismissal or delayed opening because of severe weather or another emergency, or if the campus must restrict access due to a security threat. It is crucial to notify your child's school when a phone number previously provided to the District has changed.

From time to time, students, teachers, and other District employees will participate in preparedness drills of emergency procedure. When the command is given or alarm is sounded, students need to follow the direction of teachers or others in charge quickly, quietly, and in an orderly manner.

Outdoor Safety

The District monitors the heat index to determine if it is safe for students to participate in outdoor activities. Students are encouraged to drink plenty of fluids at home and at school during the hotter months of the school year. Staff members are trained to recognize the symptoms of heat stress. Those symptoms are: extreme sweating or lack of sweating; paleness; muscle cramps; fatigue and weakness; dizziness; headache; nausea and vomiting; rapid pulse rate; shallow, fast breathing; and fainting. Students exhibiting these symptoms will be taken to the school nurse. Students are kept indoors if there is a threat of thunderstorms and lightning.

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 campus' main office and comply with the District's visitor policies and procedures.

Visits to individual classrooms during instructional time are permitted only with approval of the principal and teacher. Visitors may not interfere with instruction or disrupt the normal school environment. Typically, approved visits to the classroom can be no more than 30 minutes.

All visitors are expected to demonstrate the highest standards of courtesy and conduct. Disruptive behavior or violations of student privacy will not be permitted.

Unauthorized Persons

In accordance with Education Code 37.105, a school administrator, school resource officer (SRO), or District police officer has the authority to refuse entry or eject a person from District property if the person refuses to leave peaceably on request and the person poses a substantial risk or harm to any person, or the person behaves in a manner that is inappropriate for a school setting and the person persists in the behavior after being given a verbal warning that the behavior is inappropriate and may result in refusal of entry or ejection. Appeals regarding refusal of entry or ejection from the District property may be filed in accordance with FNG (Local) or GF (Local).

Volunteers

The school appreciates the efforts of its volunteers. Each campus has a volunteer program and campus contact. We encourage your involvement in your child's education as a school volunteer. For the safety of our students, all volunteers must complete an application that includes a criminal history background check prior to volunteering or working with students. The background check is confidential and will be

processed through the CISD Department of Human Resources. The following link will provide you more information about volunteering in CISD: [Volunteer in CISD - Conroe ISD](#) . If the District is unable to obtain a criminal history record for you, you may still volunteer. However, you will not be able to supervise or work with students, have access to student information, or serve as a mentor. You might be able to work in the teacher workroom, help with school events, or other similar activities.

Deliveries to School

The delivery of food, flowers, balloons, etc. to students at school is not permitted. However, if a student forgets a lunch, an assignment or project, or money to pay dues or fines, deliveries may be made to the front office for the student to pick up during the school day. Class instruction will not be interrupted to deliver items or messages to students, unless an emergency, as deemed by the school administrator, exists. All deliveries are subject to search at the discretion of the campus administrator.

Notification of Law Violations

The District is required by state law to notify:

- All instructional and support personnel who have responsibility for supervising a student who has been taken into custody, arrested or referred to the juvenile court for any felony offense or for certain misdemeanors;
- All instructional and support personnel who have regular contact with a student who has been convicted, received deferred prosecution or adjudication, or has been adjudicated for delinquent conduct for any felony offense or certain misdemeanors that occur in school, on school property, or at a school-sponsored or school-related activity on or off school property. These personnel will also be notified if the principal has reasonable grounds to believe the student has engaged in certain conduct;

Students Taken into Custody

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

- To comply with an order of the juvenile court;
- To comply with the laws of arrest;
- By a law enforcement officer if there is probable cause to believe the student has engaged in delinquent conduct or conduct in need of supervision;
- By a law enforcement officer to obtain fingerprints or photographs for comparison in an investigation.
- By a law enforcement officer to obtain fingerprints or photographs to establish a student's identity, where the child may have engaged in conduct indicating a need for supervision, such as running away.
- By a probation officer if there is probable cause to believe the student has violated a condition of probation imposed by the juvenile court;
- To comply with a properly issued directive from a juvenile court to take a student into custody;
- By an authorized representative of Child Protective Services (CPS), Texas Department of Family and Protective Services (DFPS), a law enforcement officer, or a juvenile probation officer,

without a court order, under the conditions set out in the Family Code relating to the student's physical health or safety.

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

Questioning of Students

To maintain a safe and orderly environment, school officials may question students in appropriate circumstances including the investigation of a disciplinary incident or other matter, without notification to the student's parent. A student may also be requested by a school official to provide a written statement. A school district is not required to contact a parent before questioning a student or obtaining a written statement from a student. In the context of school discipline, students have no claim to the right not to incriminate themselves. School officials will notify parents when their child is involved in a serious disciplinary infraction and when there is a serious health or safety concern involving their child.

When law enforcement officers or other lawful authorities wish to question or interview a student at school, the principal will verify and record the identity of the officer and reasonably cooperate regarding the conditions of the interview, including without parental consent, if necessary, if it is part of a child abuse investigation, the authority has a valid subpoena, court order, warrant, or directive to apprehend. In other circumstances the principal will ask for an explanation of the need to question or interview the student at school. If the principal determines that a necessity exists for the law enforcement officer or other lawful authority to interview the student at school during the school day, the principal will make reasonable efforts to notify the parents unless the interviewer raises what the principal considers to be a valid objection. Ordinarily, the principal or other administrator will be present for the interview unless the interviewer raises what the principal considers to be a valid objection.

Searches

In the interest of promoting student safety and drug free schools, District officials may occasionally conduct searches. School officials may conduct searches of students, their belongings, and their vehicles in accordance with law and District policy. Searches of students will be conducted without discrimination, based on reasonable suspicion, voluntary consent, or pursuant to District policy providing for suspicionless security procedures, including the use of metal detectors.

In accordance with the Student Code of Conduct, students are responsible for prohibited items found in their possession, including items in their personal belongings or in vehicles parked on District property.

If there is reasonable suspicion to believe that searching a student's person, belongings, or vehicle will reveal evidence of a violation of the Student Code of Conduct, a school official may conduct a search in accordance with law and District regulations.

Desks, lockers, District-provided technology, and similar items are the property of the District and are provided for student use as a matter of convenience. District property is subject to search or inspection at any time without notice. Students have no expectation of privacy in District property and are responsible for any item found in District property that has been provided to the student that is prohibited by law, District policy, or the Student Code of Conduct.

To maintain a safe and disciplined learning environment, the District reserves the right to subject students to metal detector searches when entering a District facility, and at off-campus, school sponsored activities.

Students assigned to the District's Disciplinary Alternative Education Program (DAEP) are searched on a daily basis upon entering the facility.

Use of District-owned equipment and its network systems is not private and will be monitored by the District. Any searches of personal electronic devices will be conducted in accordance with law, and the device may be confiscated in order to perform a lawful search. A confiscated device may be turned over to law enforcement to determine whether a crime has been committed.

Trained Dogs

The District will use trained dogs to screen for concealed prohibited items, including drugs and alcohol. Screenings conducted by trained dogs will not be announced in advance. The dog will not be used with students, but students may be asked to leave personal belongings in an area that is going to be screened, such as classrooms, common areas, lockers, or vehicles. If a dog alerts on an item or area, school officials may search it.

Video Cameras

For safety purposes, video and audio recording equipment is used to monitor student behavior, including on buses and in common areas on campus. Students will not be told when the equipment is being used. School administrators will review the video and audio recordings routinely and document student misconduct. Discipline will be in accordance with the Student Code of Conduct.

State law permits the school to make video or voice recordings of students without parental permission when the video or voice recording relates to classroom instruction (including staff development, improving instruction or providing student or teacher feedback), co-curricular or extracurricular activities; promoting student safety, and media coverage of the school. In other circumstances, the District will obtain parental consent before making a video or voice recording of your child.

In addition, state law allows a parent of a student who receives special education services, a staff member (as this term is defined by law), a principal or assistant principal or the Board, to make a written request for the District to place video and audio recording equipment in certain self-contained special education classrooms. The District will provide notice before placing a video camera in a classroom or other setting in which a child receives special education services. Please speak directly with the principal, or Legal Department, who has been designated by the District to coordinate the implementation of and compliance with this law, for further information or to request the installation of this equipment.

Parents and visitors to any District classroom, both virtual and in-person, may not record video or audio or take photographs or other still images without permission from the teacher or another school official.

General Campus Regulations

Distribution of Materials

Publications prepared by and for the District may be posted or distributed with prior approval by the principal, sponsor, or teacher. Such items may include school posters, brochures, flyers, etc. School

newspapers and yearbooks are available to students. All student school publications are under the supervision of a teacher, sponsor or principal.

Student Non-school Materials: Students must obtain prior approval from the principal before selling, posting, circulating, or distributing more than ten copies of written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials that were not developed under the oversight of the school. To be considered, any non-school material must include the name of the sponsoring person or organization. The decision regarding approval will be made within two school days. Each campus will designate a location for approved non-school materials to be placed for voluntary viewing by students. (See policies at [Policy Code FNAA - STUDENT EXPRESSION - DISTRIBUTION OF NONSCHOOL LITERATURE - Policy On Line - Conroe ISD \(tasb.org\)](#))

A student may appeal a decision in accordance with policy FNG (LOCAL). [STUDENT RIGHTS AND RESPONSIBILITIES – STUDENT AND PARENT COMPLAINTS/GRIEVANCES \(tasb.org\)](#). Any student who sells, posts, circulates, or distributes, non-school material without prior approval will be subject to disciplinary action in accordance with the Student Code of Conduct. Materials displayed without approval will be removed.

Non-student Non-school Materials: No person or group will circulate, distribute, or post on any District premises any written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials not sponsored by the District or by a District-affiliated school-support organization, except as permitted by policy GKDA. To be considered for distribution, any non-school material must meet the limitations on content established in the policy, include the name of the sponsoring person or organization, and be submitted to the principal for prior review. The principal will approve or reject the materials within two school days of the time the materials are received. The requestor may appeal a rejection in accordance with the appropriate District complaint policy.

Each campus has a designated location for approved non-school materials to be placed for voluntary viewing or collection.

Prior review will not be required for:

- Distribution of materials by an attendee to other attendees of a school-sponsored meeting intended for adults and held after school hours.
- Distribution of materials by an attendee to other attendees of a community group meeting held after school hours in accordance with policy GKD (LOCAL) or a non-curriculum related student group meeting held in accordance with FNAB (LOCAL).
- Distribution for electioneering purposes during the time a school facility is being used as a polling place, in accordance with state law.

All non-school materials distributed under these circumstances must be removed from District property immediately following the event at which the materials are distributed.

Use of School Facilities

Use by Students Before and After School: Certain areas of the school will be accessible to students before and after school for specific purposes. Students are required to remain in the area where their activity is scheduled to take place. Unless the teacher or sponsor overseeing the activity gives permission, a student will not be permitted to go to another area of the building or campus. Students must leave campus immediately after dismissal from school in the afternoon, unless involved in an activity under the supervision of a teacher or other authorized employee or adult.

Conduct Before and After School: Teachers and administrators have full authority over student conduct at, before, or after school activities. Whether a school activity is on District premises or off District premises, students are subject to the same rules of conduct that apply during the instructional day. Misbehavior will be subject to consequences established by the Student Code of Conduct or any stricter standards of behavior established by the sponsor for extracurricular participants.

Possession and Use of Electronic Devices

The district has implemented a district-wide ban on student cell phone use during the school day, including before and after school, with the policy effective August 13th for grades K-12. This means phones must be off and put away during the entire school day, even during lunch and passing periods. The policy is in response to House Bill 1481, which mandates that Texas school districts adopt such policies.



A student who uses any item, electronic or otherwise contrary to campus or District rules will have the device confiscated. Confiscated devices that are not retrieved by the student or student's parent will be disposed of after the notice required by law. Any disciplinary action will be in accordance with the Student Code of Conduct. If a student does have an electronic device, it should be put away in their backpack and turned off during the school day. The principal will determine whether to return items to students at the end of the day or to contact parents to pick up the items. The District is not responsible for any damaged, lost, or stolen electronic devices, or other items.

Electronic Device Consequences

- **Offense 1:** Warning / Student Collects the Device
- **Offense 2:** 2 Days of Lunch Detention / Student Collects the Device
- **Offense 3:** Incident Notification / Parent Collects the Device
- **Offense 4 or more:** Incident Notification / Parent Collects the Device

Students are prohibited from sending or posting electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal. This prohibition applies to conduct off school property if it results in a substantial disruption to the educational environment. In limited circumstances and in accordance with law, a student's personal electronic device may be searched by authorized personnel. Any person taking, disseminating, transferring, or sharing obscene, sexually oriented, lewd, or otherwise illegal images or other content will be disciplined according to the Student Code of Conduct and may, in certain circumstances, be reported to law enforcement. If a device

is believed to contain illegal contraband, the device will be turned over to law enforcement as required by state law. The device will not be returned to the student or his parents until the illegal contraband is removed from the device. This could take a substantial amount of time, particularly if the device is considered evidence of a crime.

Video/Pictures on Social Media

Parents and other visitors to District schools are not authorized to take pictures or record video or audio of any student without authorization from campus staff.

Online Technology Resources

Students have access to a variety of technology through the District, including online applications for use on or off campus. Resources such as online encyclopedias, instructional videos, interactive tutorials, and many other applications offer teachers, students, and families an unprecedented variety of tools to enhance effective teaching and learning. All websites, digital subscriptions, and technology tools made available to students through the District have been vetted by District staff for quality and appropriateness, online security, and data privacy. The specific resources available to your child will depend on your child's age and grade level. Additionally, the District contracts with certain providers of online educational services to provide District services and functions, including essential instructional and logistical programs such as the District's online grade book and the online lunch account management system. Where personally identifiable student information is implicated, service providers act as District officials and access only the information needed to perform the contracted service. These outside parties are under the District's direct control with respect to the use and maintenance of student data.

Student Email/Student Google Apps for Education

The District assigns each student an email account and a Google Apps for Education account. These accounts are used for school related projects and to teach students communication skills, collaboration and digital citizenship. Students are able to view an email directory for all students in the District. If you do not want your student to be listed in the student email directory, your student will not be assigned a District email account. Notify your campus principal in writing if you wish to delete your student's District email account.

Unacceptable and Inappropriate Use of Technology Resources

Students are prohibited from sending, posting, accessing, or displaying electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal. This prohibition applies to conduct off school property, whether the equipment used to send such messages is District-owned or personally owned, if it results in a substantial disruption to the educational environment. Any person taking, disseminating, transferring, or sharing obscene, sexually oriented, lewd, or otherwise illegal images or other content, commonly referred to as "sexting," will be disciplined in accordance with the Student Code of Conduct, may be required to complete an educational program related to the dangers of this type of behavior, and, in certain circumstances, may be reported to law enforcement. This type of behavior may constitute bullying or harassment, as well as possibly impede future endeavors of a student, we encourage you to review with your child 'Before you

Text' Sexting Prevention Course, a state-developed program that addresses the consequences of engaging in inappropriate behavior using technology.

Any student who engages in conduct that results in a breach of the District's computer security will be disciplined in accordance with the Student Code of Conduct. In some cases, the consequences may be expulsion.

Extracurricular Codes of Conduct

Sponsors of student clubs, performing groups such as band, choir, and drill team, and athletic teams may establish standards of behavior, including consequences for misbehavior, that are stricter than those for students in general. If a violation is also a violation of school rules, the consequences specified by the Student Code of Conduct or by Board policy shall apply in addition to any consequence specified by the organization's standards of behavior.

Public Displays of Affection

Public displays of affection are not allowed.

Tobacco, E-Cigarettes and Vaping Devices Prohibited

Students are prohibited from possessing or using any type of tobacco product, including electronic cigarettes or any other vaporizing device, while on school property at any time or while attending an off-campus school-related activity. Vape detectors are located on campuses throughout the District.

The District and its staff strictly enforce prohibitions against the use of all tobacco products, e-cigarettes, or any other electronic vaporizing device by students and all others on school property and at school sponsored and school-related activities. Possession of certain vaping substances is a criminal offense and can result in a student's arrest.

Textbooks, Electronic Textbooks, Technological Equipment, and Other Instructional Materials

Instructional materials are any resources used in classroom instruction as part of the required curriculum, such as textbooks, workbooks, computer software, or online services. The District selects instructional materials in accordance with state law and District Policy EFA. The District provides approved instructional materials to students free of charge for each subject or class, with the exception of some college credit courses taught at some high school campuses. Any parent that has a concern about any instructional material should contact the campus principal.

Any books must be covered by the student as directed by the teacher and treated with care. Electronic textbooks and technological equipment may also be provided to students, depending on the course and course objectives. A student who is issued a damaged book should report the damage to the teacher. Any student failing to return an item in acceptable condition loses the right to free textbooks and technological equipment until the item is returned or the damage paid for by the parent. However, a student will be provided the necessary instructional resources and equipment for use at school during the school day.

Library Materials

All District campuses have a library that contains books and other instructional resources for students and staff to utilize for both recreation and research. The library is open for independent student use during the school day. Parents can access their child's library book check out history through their child's Follett Destiny Library Manager account. Additionally, if parents want to restrict access to certain library books or approve their child's library book selections, the parent can complete and submit a form to the campus librarian. That form along with other information about the District's libraries can be found at [Library Services - Conroe ISD](#).

Any parent that has a concern about a library book should contact the campus librarian.

District Information

Reporting Procedures

Any student who believes that he or she has experienced dating violence, discrimination, harassment, bullying, or retaliation should immediately report the problem to a teacher, school counselor, principal, or other District employee. The report may be made by the student's parent. See policy FFH (LOCAL [STUDENT WELFARE - FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION \(tasb.org\)](#)) for the appropriate District officials to whom to make a report.

Upon receiving a report of prohibited conduct as defined by policy FFH, the District will determine whether the allegations, if proven, would constitute prohibited conduct as defined by that policy. If not, the District will refer to policy FFI to determine if the allegations, if proven, would constitute bullying, as defined by law and that policy. If the alleged prohibited conduct, if proven, would constitute prohibited conduct and would also be considered bullying as defined by law and policy FFI, an investigation of bullying will also be conducted.

The District will promptly notify the parents of any student alleged to have experienced prohibited conduct involving an adult associated with the District. If the alleged prohibited conduct involves another student, the District will notify the parents of the student alleged to have experienced the prohibited conduct when the allegations, if proven, would constitute a violation as defined by policy FFH.

Investigation of Report

Allegations of prohibited conduct, which includes dating violence, discrimination, harassment, bullying, and retaliation, will be promptly investigated. To the extent possible, the District will respect the privacy of the student; however, limited disclosures may be necessary to conduct a thorough investigation and to comply with law. If law enforcement or another regulatory agency notifies the District that it is investigating the matter and requests that the District delay its investigation, the District will resume the investigation at the conclusion of the agency's investigation.

During the course of an investigation and when appropriate, the District will take interim action to address the alleged prohibited conduct. If the District's investigation indicates that prohibited conduct occurred, appropriate disciplinary or corrective action will be taken to address the conduct. The District may take disciplinary action even if the conduct that is the subject of the complaint was not unlawful.

All involved parties will be notified of the outcome of the District investigation within the parameters and limits allowed under the Family Educational Records and Privacy Act (FERPA). A student or parent who is dissatisfied with the outcome of the investigation may appeal in accordance with policy FNG (LOCAL).

Bullying

The District strives to prevent bullying, in accordance with the District's policies, by promoting a respectful school climate; encouraging reporting of bullying incidents, including anonymous reporting; and investigating and addressing reported bullying incidents.

Bullying is defined in state law as a single significant act or a pattern of acts by one or more students directed at another student that exploits an imbalance of power and involves engaging in written or verbal expression, expression through electronic means, physical conduct that has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in a reasonable fear of harm to the student's person or of damage to the student's property; is sufficiently severe, persistent, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for the student; materially and substantially disrupts the educational process or the orderly operation of a classroom or school; or infringes on the rights of the victim at school.

Bullying includes cyberbullying. Cyberbullying is defined in state law as bullying that is done through the use of any electronic communication device, including through the use of a cellular or other type of telephone, a computer, a camera, electronic mail, instant messaging, text messaging, a social media application, an Internet website, or any other Internet-based communication tool. The District is required to adopt policies and procedures regarding: Bullying that occurs on or is delivered to school property or to the site of a school-sponsored or school-related activity on or off school property; bullying that occurs on a publicly or privately owned school bus or vehicle being used for transportation or students to or from school or a school sponsored or school-related activity; and cyberbullying that occurs off school property or outside of a school-sponsored or school-related activity if the cyberbullying interferes with a student's educational opportunities or substantially disrupts the orderly operation of a classroom, school, or school-sponsored or school-related activity.

Bullying is prohibited by the District and could include hazing, threats, taunting, teasing, assault, demands for money, confinement, destruction of property, theft of valued possessions, name-calling, rumor-spreading, or ostracism.

If a student believes that he or she has experienced bullying or has witnessed bullying of another student, the student or parent should notify a teacher, school counselor, principal, or another District employee as soon as possible to obtain assistance and intervention.

The administration will investigate any allegations of bullying or other related misconduct. The District will also provide notice to the parent of the alleged victim and the parent of the student alleged to have engaged in bullying. A student may anonymously report an alleged incident of bullying through Anonymous Alerts or by calling Kid Chat hotline 1-888-Kid Chat (543-2428).

If an investigation determines that bullying has occurred, the administration will take appropriate disciplinary action and may notify law enforcement in certain circumstances. Disciplinary or other action

may be taken even if the conduct did not rise to the level of bullying. Available counseling options will be provided to these individuals, as well as to any students who have been identified as witnesses to the bullying. Any retaliation against a student who reports an incident of bullying is prohibited.

A student found to have engaged in bullying may be transferred to another classroom at the campus. In consultation with the student's parent, the Board may transfer the student to another campus in the District. The parent of student who has been determined by the District to be a victim of bullying may request that the student be transferred to another classroom or campus within the District. A copy of the District's policy is available in the principal's office and on the District's website and is included in the appendix. A student or parent who is dissatisfied with the outcome of an investigation may appeal through policy FNG (LOCAL).

Hazing

Hazing is defined as an intentional, knowing, or reckless act occurring on or off campus by one person alone or acting with others, directed against a student for the purpose of pledging, being initiated to, affiliating with, holding office in, or maintaining membership in any organization that endangers the mental or physical health or safety of a student if the act meets the elements in Education Code 37.151, including:

- Any type of physical brutality;
- Any activity that subjects the student to an unreasonable risk of harm or that adversely affects the student's mental or physical health such as sleep deprivation, exposure to the elements, confinement to a small space, calisthenics, or consumption of food, liquids, drugs or other substances;
- Any activity that induces, causes, or requires the student to perform a task or duty that violates the Penal Code.
- Coercing a student to consume a drug or alcoholic beverage in an amount that would lead a reasonable person to believe the student is intoxicated.

The District will not tolerate hazing. Disciplinary consequences for hazing will be in accordance with the Student Code of Conduct. It is a criminal offense if a person engages in hazing; solicits, encourages, directs, aids, or attempts to aid another in hazing; or has firsthand knowledge of an incident of hazing being planned or having occurred and fails to report this to the principal or superintendent.

Policies and Procedures that Promote Student Physical and Mental Health

Physical and Mental Health Resources

Parents and students in need of assistance with physical and mental health concerns may contact the following campus and community resources: The District's Health Services Department at 936-709-7757; Guidance & Counseling Department at 936-709-7846; the nurse or school counselor on your child's campus; the Montgomery County Public Health District at 936-523-0540; or Tri-County Behavioral Healthcare at 1-800-550-8408.

The District has adopted policies that promote student physical and mental health. Local policies on the topic's below can be found in the [District's policy manual](#).

- Food and nutrition management: CO, COA, COB
- Wellness and Health Services: FFA
- Physical Examinations: FFAA
- Immunizations: FFAB
- Medical Treatment: FFAC
- Communicable Diseases: FFAD
- School-Based Health Centers: FFAE
- Care Plans: FFAF
- Crisis Intervention: FFB
- Trauma-informed Care: FFBA
- Student Support Services: FFC
- Student Safety: FFF
- Child Abuse and Neglect: FFG
- Freedom from Discrimination, Harassment, and Retaliation: FFH
- Freedom from Bullying: FFI

In addition, the District Improvement Plan details the District's strategies to improve student performance through evidence-based practices that address physical and mental health. [The District's Improvement Plan can be accessed here.](#)

Pledges of Allegiance and Minute of Silence

Each school day students will recite the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas flag. Parents may submit a written request to the principal to excuse their child from reciting a pledge. State law requires that one minute of silence follows recitation of the pledges. Each student may choose to reflect, pray, meditate, or engage in any other silent activity so long as the silent activity does not interfere or distract others. In addition, state law requires that each campus provide for the observance of one minute of silence at the beginning of the first class period when September 11 falls on a regular school day in remembrance of those who lost their lives on September 11, 2001.

Prayer

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

Students in Conservatorship of the State (Foster Care)

A student who is currently in the conservatorship (custody) of the state who enrolls in the District after the beginning of the school year will be allowed credit-by-examination opportunities at any point during the school year. The District will assess the student's available records to determine transfer credit for courses taken before the student's enrollment in the District. The District will award partial course credit when the student only passes one-half of a two-half course. If a student in the conservatorship of the state who is moved outside of the District's or school's attendance boundaries or who is initially placed in the conservatorship of the state and moved outside the District's or school's boundaries, is entitled to remain at the school the student was attending prior to the placement or move until the student reaches the highest grade level at the particular school. In addition, if a student in grade 11 or 12 transfers to another district, but does not meet the graduation requirements of the receiving district, the student can request to receive a diploma from the previous district if he or she meets the criteria to graduate from the previous district. Please contact the District's Foster Care Liaison at 936-709-7831 for more information.

In addition, for a student in the conservatorship of the state who is eligible for a tuition and fee exemption under state law and likely to be in care on the day preceding the student's 18th birthday, the District will assist the student with the completion of any applications for admission or for financial aid; arrange and accompany the student on campus visits; assist in researching and applying for private or institution-sponsored scholarships; identify whether the student is a candidate for appointment to a military academy; assist the student in registering and preparing for college entrance examinations, including, subject to the availability of funds, arranging for the payment of any examination fees by DFPS; and coordinate contact between the student and a liaison officer for students who were formerly in the conservatorship of the state.

Complaints and Concerns

Usually student or parent complaints or concerns can be addressed informally by a phone call or a conference with the teacher or school principal. For those complaints and concerns that cannot be handled so easily, the District's Board of Trustees has adopted a standard complaint policy at FNG (LOCAL). This policy requires that the formal complaint process be initiated within 15 days of the time the person first knew or should have known of the event giving rise to the complaint. A copy of this policy as well as the District complaint form can be obtained in the general counsel's office or on the District's website at [Conroe ISD Legal Department](#).

Posters and Signs

The posting of any signs, posters or other commercial advertisements relating to activities not connected with the Conroe Independent School District is not permitted. This applies to buses as well as buildings, parking lots or any other area on the school campus. The principal or assistant principal must approve any poster or sign before it can be displayed. For additional information please see Local Board policies FNAA and GKDA which are available online through the District's website at [Policies and Procedures](#).

Pest Management Plan

The District is required to follow integrated pest management (IPM) procedures to control pests on school grounds. Although the District strives to use the safest and most effective methods to manage pests, including a variety of non-chemical control measures, periodic indoor and outdoor pesticide use is sometimes necessary to maintain adequate pest control and ensure a safe, pest-free environment. All pesticides used are registered for their intended use by the U.S. Environmental Protection Agency and are applied only by certified pesticide applicators. Except in an emergency, signs will be posted 48 hours before indoor application. All outdoor applications will be posted at the time of treatment, and signs will remain until it is safe to enter the area. Should you have questions about the District's pest management program or wish to be notified in advance of pesticide applications you may contact our IPM Coordinator at 936-709-8753.

Aerosols

Students should not bring aerosol spray containers to school.

Emergency School Closings and Openings

Should weather conditions require schools to be closed or to open late, notice will be broadcast over major radio, TV stations, the District's website, electronic communication to families, and social media. Please utilize these resources rather than calling the District or school for information. Weather related decisions are usually not made until shortly before 6:00 a.m. since conditions that make roads hazardous may moderate overnight. If weather conditions worsen after buses have begun their scheduled runs, schools will operate on a regular schedule unless utility or weather conditions make the building unsafe. If the campus must close or restrict access to the building because of an emergency, the District will alert the community in the following ways: electronic communication, postings, or social media.

The District will rely on contact information on file with the District to communicate with parents in an emergency situation, which may include real time or automated messages. It is crucial to notify your child's school when a phone number previously provided to the school has changed. State law requires parents to update contact information within two weeks after the date the information changes.

School Services

Counseling

The District has a comprehensive school counseling program that includes a guidance curriculum to help students develop their full educational potential, including the student's interests and career objectives; a responsive services component to intervene on behalf of any student whose immediate personal concerns or problems put the student's continued educational care, personal, or social development at risk; an individual planning system to guide a student as the student plans, monitors, and manages the student's own education career, personal, and social development; and systems to support the efforts of teachers, staff, parents, and other members of the community in promoting the educational, career, personal, and social development of students. Parents can review any materials and curriculum during school hours.

Food and Nutrition Services

The District participates in the School Breakfast Program and National School Lunch Program and offers students nutritionally balanced meals daily in accordance with standards set forth in state and federal law. Free and reduced-price meals are available based on financial need or household situation. Information about a student's participation is confidential. The District may share information such as a student's name and eligibility status to help enroll eligible children in Medicaid or the state children's health insurance program (CHIP) unless the student's parent notifies the District that a student's information should not be disclosed. Participating students will be offered the same meal options as their peers and will not be treated differently from their peers. Applications for free and reduced price meal service are available online at www.myschoolapps.com. Applications may be filled out anytime during the school year. Approval is based on federal guidelines. For more information, please call (936) 709-2400.

The school cafeteria offers nutritious, appetizing meals daily. Students may select from a variety of menu and a la carte choices. All campuses are equipped with computerized point-of-sale stations where students enter their student ID number, for access to their accounts. Photo IDs are used at the point of sale to identify the student. Meals and a la carte purchases are recorded in the computer. The prices for student meals are \$2.00 for breakfast and \$3.20 for lunch. The prices for non-students and second meals are \$3.50 for breakfast and \$5.25 for lunch.

Parents are encouraged to prepay for their child's meals or a la carte purchases.

- Cash needs to be sent or taken to the school in a sealed envelope with your child's name and student ID number on it;
- Check prepayments must be made payable to the CISD Child Nutrition Department. Checks must have your driver's license number and date of birth. Both the check and envelope should have your child's name, student ID number, and grade to ensure crediting to the proper account. Checks are verified by Envision. Checks returned for any reason will be charged a \$30 processing fee. After a check has been returned due to non-payment, the cafeteria will no longer accept checks for payment;
- Temporary checks and counter checks will not be accepted;
- Credit or debit card payments can be made by going to the [My School Bucks webpage](#). Access to this site may also be found on the [Child Nutrition webpage](#).

Delivery of food to students from outside vendors is not permitted. Parents cannot provide food for other students. Students may not save places in line for other students. Students are expected to help keep the eating areas as clean as possible. Students who misbehave in the cafeteria may receive disciplinary consequences.

All food must be consumed in the cafeteria or areas designated for eating and drinking. No food may be consumed in other areas of the campus.

The District follows the Federal Smart Snacks Nutrition Guidelines for foods being served or sold on school premises during the school day. Please visit the Child Nutrition website for more information.

Special Dietary Needs

If, due to a life-threatening medical condition, a student requires a food substitution, the student's parent, in conjunction with the student's physician, must complete and submit to the school nurse a *Meal Substitution Request Form*. This form is available at each campus in the nurse's office.

Health Services

Each school campus has a health clinic with trained personnel to care for students. The Health Service staff consists of a registered nurse who may be full time on that campus or shared with another campus. There may also be a clinic assistant trained in CPR and first aid assigned half-time or full-time. Any information regarding a student's health condition or any health concerns should be communicated to the campus nurse. Campus staff welcome the opportunity to work closely with the parents and students to maintain a healthy, safe, successful experience in school. Student Illness: When your child is ill, please contact the school to let them know he or she won't be attending that day. It is important to remember that schools must exclude students with certain illnesses or communicable diseases or infections for periods of time as identified in state rules. (See below.) For example, if your child has a fever of 100 degrees or higher, he or she must stay out of school until they are fever free for 24 hours without fever-reducing medications. In addition, students with diarrheal illnesses must stay home until he/she is diarrhea free without diarrhea-suppressing medications for at least 24 hours. A full list of conditions for which the school must exclude children can be obtained from the school nurse or online on the [TDSHS webpage](#).

If a student becomes ill or injured during the school day, he or she must receive permission from the teacher before reporting to the school nurse. If the nurse determines that the child should go home, the nurse will contact the parent. The District is also required to report certain contagious diseases or illnesses to the Texas Department of State Health Services (TDSHS) or the local health authority. The school nurse can provide information from TDSHS on these notifiable conditions. Contact the school nurse if you have questions or are concerned about whether or not your child should stay at home.

In the case of an emergency requiring the care of a physician and school staff are unable to contact you or the person(s) you have designated as your emergency contact, school officials will determine what steps will be taken to protect the health of your child, including calling 911 and transporting your child to a medical facility. Note that the District has no financial responsibility for the emergency care or transportation of your child.

Emergencies and Illness at School

An electronic Student Health Information Form should be completed by the parent or guardian for each child at the beginning of the school year. It is very important you complete this form immediately. This form will give you an opportunity to list any medical conditions, allergies, medications and concerns you may have. It also includes emergency information for the clinic staff. This information is used to contact you or a person you designate if needed for your child. If a student has a medical emergency at school or a school-related activity when the parent cannot be reached, the school may have to rely on previously provided written parental consent to obtain emergency medical treatment and information about allergies to medications, foods, insect bites, etc. Therefore, parents are asked each year to complete an emergency care consent form. Parents should keep emergency care information up-to-date (name of doctor, emergency phone numbers, allergies, etc.) Please contact the school nurse to update any information that the nurse or the teacher needs to know.

If, in the judgment of the nurse or other appropriate school staff, emergency transportation is required, a call will be made to 911. In the case of an emergency requiring the care of a physician and school staff are unable to contact you or the person(s) you have designated as your emergency contact, school officials will determine what steps will be taken to protect the health of your child, including calling 911 and transporting your child to a medical facility. Note that the District has no financial responsibility for the emergency care or transportation of your child.

Screenings

Health Services, under the guidelines of the Texas Department of State Health Services, provides a screening program for vision and hearing for all new students and grades 5th. Additionally, during the school year, all students who meet the Texas Department of State Health Services criteria will be screened for abnormal spinal curvature. The requirement, adopted by the Texas Department of State Health Services, helps identify adolescents with abnormal spinal curvature and refers them for appropriate follow-up by their physician. Screening can detect scoliosis at an early stage, when the curve is mild and may go unnoticed. Early detection is key to controlling spinal deformities. If you would prefer to have this done by your physician, please send the results to the school nurse.

Medicine at School

The District encourages parents to administer medication at home before and/or after school whenever possible. Any medication that will be administered at school must be brought to school and picked up by a parent or designated adult. When the student is withdrawn or before the last day of school, the parent must make arrangements to pick up the medication from school. Any unclaimed medications will be safely discarded in accordance with state and federal guidelines.

To administer prescription or non-prescription medication at school, the school must receive a written and dated request from the parent or legal guardian. The medication must be in the original container and properly labeled. Only the guidelines printed on the container will be followed unless a physician order is present. Additional guidelines for medication to be administered at school are:

- **All medication must be kept in the clinic during the school day.**
- The District will not purchase medication to give to a student.
- The school nurse is authorized to train other school employees to administer medication to students during school hours and for off-campus school sponsored activities.
- Over-the-counter medication dosage must not exceed the dose recommendation listed on the bottle. Exception: If your physician, dentist or orthodontist has directed a certain dosage to be given that is greater than that recommended on the bottle, a written order will need to be included with the written permission from the parent.
- The use of “sample” medication from the physician, dentist, or orthodontist must have signed written instructions from that doctor accompanied by the parent's written permission.
- Students may not transport medication on the school bus with the exception of asthma, anaphylaxis, and diabetes medications with physician’s orders.
- Medication required “daily,” or “twice a day,” should be administered at home. Many “three

times a day” orders should also be given at home unless the doctor requests a specific time during the school day.

- A record of each medication given at school is maintained in the clinic.
- Students that have asthma or are at risk for anaphylaxis may carry an inhaler or anaphylaxis medication to be used when needed. A letter from the physician with complete instructions for use of the inhaler or anaphylaxis medication and permission for the student to carry the inhaler or anaphylaxis medication, must be provided. It is strongly recommended that a spare inhaler or anaphylaxis medication be kept in the clinic for emergencies.
- Students with diabetes will provide a Diabetes Management Plan developed by the physician and parents. The campus nurse will consult with the student and family to develop an Individual Health Plan for the school year. In accordance with a student’s Individual Health Plan for management of diabetes, a student will be permitted to possess and use monitoring and treatment supplies and equipment while at school or a school-related activity. See the school nurse for information.
- The Texas Nurse Practice Act allows registered nurses to refuse to administer medications anytime the nurse believes the medication is contra-indicated for the student.

Crutches and Wheelchairs

Students who require the temporary use of crutches or a wheelchair at school must have an order from their physician.

Communicable or Infectious Diseases

To prevent / minimize local outbreaks of contagious disease, parents should keep children who have an illness that can be spread from person to person at home, and CISD school nurses will exclude students with symptoms of a communicable illness from school attendance. If a parent suspects that his or her child has a communicable or contagious disease, the parent should contact the school nurse or campus principal. The school nurse can provide information from the Texas Department of State Health Services regarding these diseases.

In accordance with Texas Administrative Code Title 25 Part 1 Chapter 97 A rule 97.7, the school administrator shall exclude from attendance any child having or suspected of having a communicable disease designated by the Commissioner of Health (commissioner) as cause for exclusion until one of the criteria listed in this section is fulfilled.

(c) Any child excluded for reason of communicable disease may be readmitted, as determined by the health authority, by: submitting a certificate of the attending physician, advanced practice nurse, or physician assistant attesting that the child does not currently have signs or symptoms of a communicable disease or to the disease's non-communicability in a school setting

- (1) submitting a permit for readmission issued by a local health authority; or
- (2) meeting readmission criteria as established by the commissioner.

The following is a list of conditions that are common communicable diseases and infections along with their specific requirements for readmission to school:

- Chicken Pox (Varicella): Incubation period is 2-3 weeks. Fever and vesicular rash over the body. Excluded from school until final eruption of rash is dry and scabbed over, no new lesions in 24 hours, and fever free for 24 hours without the use of fever reducing medications.
- COVID-19: Incubation period is up to 14 days. Fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea. Exclusion from school will be based on current local and state health authority recommendations which may include isolation for 10 days from symptom onset, improvement of symptoms, and fever free for 24 hours without the use of fever reducing medications. Exclusion may also include quarantine for close contacts of COVID-19 positive cases as required by state or local health authorities.
- Fifth's Disease (erythema infectiosum): Incubation period is 4-20 days. Redness noted to both cheeks and smooth "lacy" rash appears over the body. Fever usually does not occur. Exclude student from school until fever free for 24 hours without the use of fever reducing medications.
- Impetigo: Incubation period is usually 4-10 days. Open blisters on skin generally covered with yellowish crust. Fever does not usually occur. Exclude from school if blisters and drainage cannot be contained and maintained in a clean dry bandage.
- Infectious Hepatitis: Incubation period can be 15-50 days. Type A Hepatitis has abrupt onset with fever, malaise, anorexia, nausea, vomiting, abdominal pain, jaundice (yellowing of skin) and dark urine. Exclude from school until physician allows student to return.
- Measles: Incubation period is 7-14 days. A blotchy red rash with runny nose, watery eyes, fever and cough. Exclude from school until 4 days after onset of rash. Serological evidence is required for diagnosis.
- Rubella: Incubation period is 14-23 days. Cold like symptoms. Swollen, tender glands at the back of the neck. Changeable pink rash on face and chest. Exclude from school seven days from onset of rash. Serological evidence is required for diagnosis.
- Mumps: Incubation period is 12-25 days. Acute swelling over jaw and in front of one or both ears. Exclude from school five days from onset of symptoms. Serological evidence is required for diagnosis.
- Pertussis (Whooping Cough): Incubation period is 4-21 days (usually 7-10 days). Cold like symptoms and mild cough. Coughing worsens and may cause vomiting and "whooping" sound. Exclude until completion of five consecutive days of appropriate antibiotic therapy.
- Conjunctivitis (pink eye): Red itching eyes accompanied by crusting and discharge. Exclude from school until symptom free, treatment is started or physician permission.
- Ringworm (scalp-body): Incubation is 4-21 days. Flat scaly, ring shaped lesions located anywhere on body or scalp. Balding in the lesions will be noted if located on scalp. No exclusion if infected area(s) can be completely covered by clothing or a bandage, otherwise exclude until treatment has begun.
- Streptococcal Infection (strep-throat): Incubation period 1-3 days. Fever, sore throat, often large

tender lymph nodes on neck. Scarlet fever producing strains present with a fine red rash 1-3 days after sore throat. Exclude from school until after 24 hours of effective antibiotic treatment and fever free for 24 hours without the use of fever suppressing medications.

- Scabies: Small mite that burrows under the skin causing fine red bumps or blisters on skin accompanied by severe itching. Exclude from school until treatment given.

Staphylococcal Infections: This is most commonly seen as an infection on the skin. It has the appearance of an insect bite with signs of infection such as redness, tenderness, and drainage. Physician evaluation is usually required to care for this infection. Physician indicates when student may return to school. Recently there has been an increase in the number of infections caused by Methicillin Resistant Staphylococcus Aureus. This is a strain of bacteria resistant to many antibiotics. This can occur with any break in the skin however this infection can appear as a bump (boil) with redness, swelling, pain and difficulty healing. A doctor can determine a MRSA infection by culturing the wound. It is very important to obtain and complete medical care with this infection.

Suicide Awareness, Substance Abuse Prevention and Intervention, and Mental Health Support

The District has implemented programs to address mental health, behavioral health, and substance abuse concerns including, mental health promotion and early intervention; building skills to manage emotions, establish and maintain positive relationships, and engage in responsible decision-making; substance abuse prevention and intervention; suicide prevention, intervention, and postvention (interventions after a suicide in a community); grief, trauma, and trauma-informed care; positive behavior interventions and supports; positive youth development; and safe, supportive, and positive school climates.

The District has established procedures for providing a parent with a recommendation for an intervention for a student with early warning signs of mental health concerns or substance abuse or who has been identified as at risk of attempting suicide. The school counselor will notify a parent within a reasonable amount of time if a student has displayed early warning signs and a possible need for intervention and provide information about available counseling options. If a student has been hospitalized or placed in residential treatment for a mental health condition or substance abuse, the District has procedures to support the student's return to school. Please contact the child's school counselor for further information.

Teachers and other District employees may discuss a student's academic progress or behavior with the student's parents or another employee as appropriate; however, they are not permitted to recommend use of psychotropic drugs. A psychotropic drug is a substance used in the diagnosis, treatment, or prevention of a disease or as a component of a medication that is intended to alter perception, emotion, mood, or behavior.

A District employee who is a registered nurse, an advanced nurse practitioner, a physician, or a certified or credentialed mental health professional can recommend that a student be evaluated by an appropriate medical practitioner.

Unless required under state or federal law, a District employee will not conduct a psychological examination, test, screening, or treatment, without obtaining prior written parent permission. The District will not provide mental health care service to a student as part of the District's intervention procedures, unless permitted by law.

Food Allergies

Parents should notify the District when a student has been diagnosed with a food allergy, especially those allergies that could result in dangerous or possibly life-threatening reactions by breathing, eating, or touching the particular food. It is important to disclose the food to which the student is allergic, as well as the nature of the allergic reaction. Please contact the school nurse and inform them of any known food allergy or as soon as possible after any diagnosis of a food allergy.

The District has developed and annually reviews a food allergy management plan, based on the Texas Department of State Health Services' (DSHS) *Guidelines for the Care of Students with Food Allergies for Anaphylaxis* found on the DSHS website at [Guidelines for the Care of Students with Food Allergies texas.gov](https://www.dshs.texas.gov/food-allergies). The District's plan addresses employee training, dealing with common food allergens, and specific strategies for dealing with students diagnosed with severe food allergies. When the District receives information that a student has a food allergy that puts the student at risk for anaphylaxis, individual care plans will be developed to assist the student in safely accessing the school environment. The District's food allergy management plan can be accessed in the nurse's office at each campus.

English Learners

A student who is an English learner is entitled to receive specialized services from the District. To determine whether the student qualifies for services, a Language Proficiency Assessment Committee (LPAC) will be formed, which will consist of both District personnel and at least one parent representative. The student's parent must consent to any services recommended by the LPAC for an English learner. However, pending the receipt of parental consent or denial of services, an eligible student will receive the services to which the student is entitled and eligible.

In order to determine a student's level of proficiency in English, the LPAC will use information from a variety of assessments. If the student qualifies for services, and once a level of proficiency has been established, the LPAC will then designate instructional accommodations or additional special programs that the student will require to eventually become proficient at grade level work in English. Ongoing assessments will be conducted to determine a student's continued eligibility for the program.

The LPAC will also determine whether certain accommodations are necessary for any state-mandated assessments. The Texas English Language Proficiency Assessment System (TELPAS) will also be administered to English learners who qualify for services.

If a student is considered an English learner and receives special education services because of a qualifying disability, the student's ARD committee will make instructional and assessment decisions in conjunction with the LPAC.

Special Programs

The District provides special programs for gifted and talented students, homeless students, bilingual students, migrant students, students with limited English proficiency or who are English learners, students diagnosed with dyslexia, and students with disabilities. The coordinator of each program can answer questions about eligibility requirements, as well as programs and services offered in the District or by other organizations. A student or parent with questions about these programs can learn more about the programs through the [District's website](#) or by calling 936-709-7752.

The [Texas State Library and Archives Commission Talking Book Program](#) provides audiobooks free of charge to qualifying Texas students, including student with visual, physical, or reading disabilities such as

dyslexia.

Aiding Students Who Have Learning Difficulties or Who Need Special Education or Section 504 Services

For those students who are having difficulty in the regular classroom, all school districts must consider tutorial, compensatory, and other academic or behavior support services that are available to all student including a process based on Response to Intervention (RtI). The implementation of RtI has the potential to have a positive impact on the ability of the district to meet the needs of all struggling students.

If a student is experiencing learning difficulties, his or her parents may contact the individuals listed below to learn about the school's overall general education referral or screening system for support services. This system links students to a variety of support options, including making a referral for a special education evaluation or for a Section 504 evaluation to determine whether the student needs specific aids, accommodations, or services. A parent may request an evaluation for special education or Section 504 services at any time.

Transportation

Students who participate in school-sponsored trips are required to 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 to another adult designated by the parent.

The District makes school bus transportation available to all students, including pre-kindergarten. Elementary and intermediate students are provided transportation to and from school if they reside more than one (1) mile from the campus or are on an approved designated hazardous route. Bus service is a privilege and a student may lose this privilege for engaging in misconduct. Bus related disciplinary issues are addressed by the campus. Students may not ride another bus except in emergencies and must have a campus administrator complete the Transportation Emergency Request form and give a copy to the school bus driver. Students must provide the campus administration with a signed note from the student's parent giving permission for the transportation change and another signed note from the parent of the student with whom the child is to go home. The campus administration will verify the request and give the school bus driver a completed Transportation Emergency Request form if the change is approved. All students who regularly ride a school bus must ride their bus home unless they either have written permission from their parents or the parent has called the school office stating that the child will be picked up after school. Bus service is provided at no cost to students. Bus routes and any subsequent changes are posted on the District's web site at www.conroeisd.net. A parent may also designate a childcare facility or grandparent's residence as the regular pick-up and drop-off location for his/her child if the designated facility or residence is on an approved stop on an approved route. For further information contact your campus or the Transportation Department at 936-709-7940 and select the appropriate transportation center.

Parents can check the [CISD website](http://www.conroeisd.net) to see what bus their child(ren) rides and for bus stop locations. Transportation personnel can be contacted Monday-Friday from 5:30 a.m. - 6 p.m. After regular Transportation Center hours, call CISD Police Dispatch at 936.709.8911 with any concerns regarding your child's arrival home from school.

Student Conduct on School Buses

It is important, for the safety of everyone, that students conduct themselves in a safe and orderly manner on the school bus every day. The bus driver is responsible for order and safety on the bus. Rules for appropriate conduct are distributed at the beginning of each school year to all students. If it becomes necessary, after verbal warnings, the driver will submit an electronic referral to a transportation supervisor. Once approved the electronic referral, known as a Bus Safety Referral Guidelines and Consequences form, is sent to a campus administrator and consequences are documented in the student's education record. The campus administration is responsible for determining the appropriate disciplinary action for violation of the bus transportation rules. Serious offenses will be dealt with immediately and may result in immediate suspension of bus riding privileges. The following standards are established for the student's benefit and safety:

- Band instruments too large to be placed under the seats may not be transported.
- The use of tobacco in any form or of any vaping device will not be permitted while riding buses.
- No objects will be thrown from the bus or on the bus.
- Students shall not fight or horseplay on the bus.
- Students must stand back from the edge of the road or curb.
- Students will depart at their regular stop only. Departure from the bus at any other stop must be requested in writing, signed by the parent and approved by a campus administrator.
- Students must arrive at the bus stop five minutes early.
- Students will only ride their assigned bus home, unless they have received an approved exception. (See above.)
- A student found to have defaced or damaged the bus will be required to reimburse the District for the cost of repairs.
- A student may be removed from the bus for misconduct only by a campus administrator

Be Safe:

- Follow school rules
- Follow driver/monitor instructions
- Stay in your assigned seat
- Keep body and objects to yourself and inside the bus
- Keep aisle clear
- Fasten their seatbelts, if available

Be Respectful:

- Use inside voice and appropriate language
- No eating, drinking or gum chewing (water in a clear bottle is acceptable)
- Do not damage the bus

Failure to obey the rules may result in a loss of bus riding privileges.

Technology

District owned computer technology for instructional purposes may be issued to individual students. Use of these resources, including the District's network systems and equipment, is restricted to approved purposes only. Students and parents will be asked to sign a user agreement regarding use of these District resources. Additionally, students will be permitted to use District computers and to appropriately access the Internet only if the student and/or the parent sign the Computer Acceptable Use Guidelines. (See Appendix) Violation of these agreements may result in withdrawal of privileges and other disciplinary action. Students and their parents should be aware that e-mail to and from District computers is not private and may be monitored by District staff.