

Fowler Middle School Student Handbook Addendum



2024-2025

Knowing & Advancing Each Child

3801 McDermott Rd.
Plano, TX 75025
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FMS Administrative Team

Principal – Mr. Donnie J. Wiseman
Assistant Principal – Ms. Megan Bruce
Assistant Principal – Ms. Kendra Beck

FMS Counseling Team

6th Grade/7th Grade (A-M) Counselor – Ms. Kristin Cabaniss
7th Grade (N-Z)/8th Grade Counselor – Ms. Andrea Williams
Campus Instructional Support Facilitator – Ms. Erin Bruen
School Liaison Officer – Officer Richard Elskamp

Fowler Middle School Student Handbook Addendum includes processes and procedures established to ensure student safety and a positive learning environment. Information sections of this document include: Student Arrival/Departure, General Information, Academics, Attendance, Communication, Behavior Management, and Bullying/Harassment.

STUDENT ARRIVAL/DEPARTURE

School Hours:

The school day is from 8:25 AM to 3:45 PM. Students may arrive at school NO earlier than 7:30 AM. Students will report to the cafeteria until dismissed to 1st period by an administrator. **Once a student arrives on campus, they are to remain on campus until dismissal time, or until a parent signs them out in the front office.** (For example, a student may not leave campus to go to the RaceTrac, donut shop, or CVS.) **Fowler Office hours are from 7:45 AM to 4:15 PM.**

For both student safety and building security, all students should be off campus by 4:00 PM, unless staying for tutorials or a planned practice that is supervised by school personnel. Students may not wait on campus following dismissal in order to attend an evening school event.

Car Drop Off/Pick Up:

Specific morning and afternoon traffic flow maps are accessible through our website, and should be referenced to determine allowable entrances and exits from our campus. Students must be dropped off in the mornings at the designated locations in the front (south), or west side of the building and report directly to the cafeteria. In the afternoon, parents may pick up students on any side of the building, excluding the bus loading zone located outside of the cafeteria on the west side of campus. If a parent picks up a student on the west side of the building, they must park in a parking space in the parking lot for a student to load into the car.

Students should NEVER be dropped off or picked up on McDermott Rd. Students should only be dropped off or picked up from vehicles that have completely entered our campus.

In order to ensure student safety, during drop off and pick up times we ask that a single line be formed on the school side of the driveways so that students do not need to cross in front of cars in order to be dropped off or picked up. In order to facilitate student drop off and pick up, we ask that you not park in the drop off/pick up areas and leave your vehicle unattended between the times of 7:45 AM to 8:25 AM and 3:00 PM to 4:00 PM. Students are not allowed to wait at school unsupervised. Arrangements should be made for students to be picked up immediately after school or immediately following a school sanctioned event.

A 10 MPH speed limit is in place at all times on our campus.

Bus

To insure maximum bus safety at all times, students are to follow all rules issued by the Fisd Transportation Department when riding buses. Failure to observe these rules could result in the loss of bus riding privileges and/ or other disciplinary action. In emergency situations, a student who qualifies for bus services may be

allowed to ride a bus other than his assigned bus with the written consent of a parent. This consent must be approved by the front office.

Walking

Students should observe all safety precautions when walking to school. **When crossing McDermott and Coit roads, students should do so only at designated crossing locations.**

Bicycles

Students who would like to ride bicycles to school are welcome to do so. **Skateboards, skates or ripsticks are not allowed on school grounds.** Bicycles are to be parked and locked in the designated areas. The school cannot provide security against theft or vandalism. **Students should walk their bicycles onto and off of school property and across all intersections.** Students are urged to use caution when riding bicycles after leaving the area around the school. These areas are often congested, especially in the afternoon.

GENERAL INFORMATION:

Sign Out Procedures

When it is necessary for a student to leave during the school day, they must be signed out in the front office. A parent/guardian must complete check out procedures while the student is being called from class. **To ensure student safety, we ask that parents/guardians present their drivers license and give their student's ID number as part of the check out process. There is a QR Code on the door that you will be asked to complete, in addition you will wait outside of the school building for your student to be released.** Students are not permitted to leave class until they are called from class by the front office, thus, please allow 10 to 15 minutes for your child to gather belongings and arrive in the front office. If the person picking up the student is not a parent/guardian, the identity of that person must be established and permission granted by the parent/guardian before the student will be released. **If a student is leaving school due to sudden illness, this should be determined and documented through our campus nursing clinic.**

Deliveries to Students

In an effort to minimize classroom disruptions, Fowler Middle School office staff will accept deliveries for students under very limited circumstances. Acceptable items for deliveries include student lunches, lunch money, glasses, cell phones, house keys, or notes regarding changes in after school transportation. Deliveries cannot be guaranteed by a specific time. Items for delivery may be left on the labeled carts outside of the front door to our campus. Non-deliverable items include homework/classwork (regardless of due date), projects, classroom supplies, instruments, PE clothes, etc.

** If it is absolutely necessary that you leave a non-deliverable item for your student, you are welcome to leave it at the designated location on the labeled carts outside of the front door to our campus. Due to the disruption created in the educational process, notification will NOT be provided to students for these deliveries. Your child can collect these items between classes or after school.

**Please also note that students may not receive deliveries such as flowers, balloons, or other gifts, even on Valentine's Day, birthdays, etc. You are welcome to have lunch with your child or bring lunch to your child, but remember that you may not bring food for anyone other than yourself and your student.

**Deliveries will only be accepted from individuals listed as guardians or emergency contacts. Photo identification will be required.

** Students may receive lunch drop-offs via the grade level coolers outside the cafeteria entrance. All drinks left in the coolers must be in sealed containers (**no "to-go" cups**). Lunch should be dropped off 15 minutes before the beginning of each lunch period. Parents with late deliveries will need to sign in and deliver the lunch to their student in the cafeteria. No food delivery services are permitted (UberEats, DoorDash, etc.).

We strongly discourage parent requests to pull a student from class during the school day for a simple delivery or phone message, as this is a disruption to the learning environment for the student and their classmates.

Visitors

All visitors are required to check in at the office and to conduct themselves according to the rules for students. An administrator may request identification from any person on school property and may ask any person not having legitimate business pertaining to the school to leave. All visitors will be issued a visitor badge, which should be clearly displayed throughout their time on campus. Students from other schools, including siblings, cannot visit during the school day. Parents should check in with the front office before contacting a student or teacher.

If the person visiting a student during lunch is not a parent/guardian, the identity of that person must be established and they must be identified as a visitor/emergency contact on a student's registration card or approved by a parent in advance. For the safety of our students and in keeping with the state laws, the following guidelines are in place for lunch visitors.

- Please wait for your student near the administrator table located on the East side of the cafeteria.
- Once the student arrives, you may proceed to the designated visitor table located near the South end of the cafeteria (Stage end).
- Due to the Texas Nutrition Policy, "Students or parents should only bring enough food for themselves. No large quantities to feed other students are allowed." The Texas Nutrition Policy does not allow sharing food. Students should only bring enough food or snacks for themselves.

Parents may not monitor classroom activities without prior approval of the principal. Students or others may not tape or video record a class without the approval of the teacher and principal.

Cafeteria Procedures

The school cafeteria offers breakfast and lunch daily. During lunch, students have the opportunity to purchase food from a la carte lines. Prices in these lines vary. Each student will be issued an identification number, and will be required to use the cafeteria debit system to purchase meals. Parents and/or guardians may set spending limits for their child by contacting the cafeteria manager. Prepayment for student meals is encouraged.

Prepayments may be made in cash, by check or on the Internet at www.friscocafe.org or <https://www.schoolcafe.com/>. SchoolCafe allows parents to look at account balances and transactions at any time. Parents also have the ability to set up recurring payments at specified balances so lunch accounts never run out of money. All payments received are updated in 24-48 hours at the campus. Setting up recurring payments with SchoolCafe ensures that there is always money available in your student's account. Students with no money in their account will be allowed to "charge" one meal, but are not allowed to charge any snack items. An alternative meal will be provided to students that have reached the maximum charge limit as an emergency meal and parents will receive low balance phone call reminders via School Messenger. For more information about school meals and payment information, please visit [FISD Child Nutrition](#).

Students or parents should only bring enough food for themselves. No large quantities to feed other students are allowed. The Texas Nutrition Policy does not allow sharing food. Students should only bring enough food for snacks for themselves.

Food will not be accepted from outside vendors (Ex: Door Dash, Uber, Eats, Grub Hub, Restaurant or Pizza Deliveries, etc.)

Lockers

Students will NOT be assigned lockers during the 2021-2022 school year. Students will be required to carry a backpack with their individual materials for class.

PE Uniforms

PE Uniforms are required for all Frisco ISD middle school students enrolled in Physical Education classes. Black knit or mesh shorts and an ash-gray t-shirt must be worn each day your child participates in P.E. Clothing is purchased at the parents' expense. PE uniforms can be purchased through Frisco Sports Center or any other department store.

Textbooks

Textbooks are provided by the district and are issued at the beginning of the year. Many classes may only provide online textbooks, and some classes may not utilize a textbook. When issued textbooks, every student is

obligated to give his/her books the best care. They should put their name in the front of the book as soon as it is issued to them. Students who lose or damage a book while it is checked out to them will be expected to pay for it. Consumable textbooks may also be issued to students in select courses. If consumable textbooks are lost during the school year, students will be expected to purchase a replacement.

Medications:

Students are not allowed to have any medications in their possession at school. All medication must be left in the school clinic, where it is kept in a locked cabinet at all times. This includes over-the-counter drugs as well as prescription drugs. The school nurse will not administer allergy or vitamin injections. This does not include inject-able medications to be used in an emergency. See the FISD Middle School Handbook for further information on the district's oral nonprescription medication policy.

Lost and Found

Students should not bring valuable items to school. Lost items that are turned in are placed in the lost and found area in the cafeteria. Items not claimed by the end of every 6 weeks are donated to charity. **Please put your name inside jackets or other articles of clothing to help us return lost items.**

Food and Drinks During the School Day:

Students are not allowed to have any type of food or drink, with the exception of water in a clear container (preferably a reusable water bottle), in the classroom at any time (this includes gum). **Chewing gum is prohibited in our building.** If the student has a special medical situation where they need a snack during the day, the nurse should be made aware of this situation and special arrangements can be made. If a student brings their lunch to school, they should keep it in their bag/backpack until their designated lunch period. Once lunch is over, any leftover food or drink must be disposed of before returning to class. **Water, in a clear container only, is allowed in the classrooms.** Water bottles should not be at computer stations or on a desk by a laptop.

Food will not be accepted from outside vendors (Ex: Door Dash, Uber, Eats, Grub Hub, Restaurant or Pizza Deliveries, etc.)

Attending Extracurricular Activities and After-School Events:

Students and parents are encouraged to attend and support the many different extracurricular activities offered at Fowler MS. It is important to maintain the pride and tradition of our school. Therefore, it is expected that all students (participants and fans) and parents should respect our own students and staff, as well as any visiting teams or officials at these events. Fowler students will have free admission to Fowler athletic events within FISD when they present their Fowler Athletic pass. **To ensure appropriate supervision, students will not be allowed to wait on campus after school to attend athletic events or any other after school events that begin after 5:30 pm.** Also, students in attendance at athletic games must remain seated in the stands or in an adult supervised area at all times.

Again, in order to maintain security and student safety, it is very important that students who attend activities outside of the school day have made appropriate transportation arrangements for after the event. **If a student is not picked-up within 15 minutes after an on-campus activity – they will lose the privilege of attending extra-curricular campus activities for the rest of the school year.**

Students must have passed all classes during the preceding grading period in order to attend extra-curricular activities and after school events. This includes all ball games, school dances, and other special extra-curricular programs. Students will have the opportunity to reclaim eligibility to attend extra-curricular activities when they are passing all classes at progress report or report card timeframes (UIL eligibility guidelines will be applied). Gate keepers will be provided a list of ineligible students prior to every after-school event. Any student who tries to enter the event yet is on the ineligible list will not be allowed to stay.

In order to attend extracurricular activities and after-school events at Fowler Middle School, students must have been in attendance at least half-day on the day of the event. If a student is sent home sick or is absent due to an illness, they will not be permitted to attend events that evening.

ACADEMICS:

Progress Reports and Report Cards:

Students will receive their report card *electronically* on the Thursday or Friday following the close of each nine-week grading period. In addition to the report card, students will receive a progress report *electronically* during the 4th and 7th week of each marking period. Grades are also accessible from the Frisco ISD website (www.friscoisd.org) through the Home Access Center. FMS does not provide paper copies of these reports.

Grading Policies

The goal of Frisco ISD's assessment and grading system is to help ensure student mastery of the curriculum. The system exists to communicate student performance to all stakeholders.

1. **Assessment:** The purpose of assessment is to provide timely and continuous feedback to students and parents in order to track progress and make informed instructional decisions regarding interventions and extension response.
2. **Grading:** Grades are one way to provide feedback to students on what they know and are able to do at a specific point in time. Grades should reflect the student's level of mastery of content, knowledge, and skills based on the most recent evidence. Reported grades are a necessity for certain processes (eligibility, gpa, rank); however, grades are just one way to monitor a student's journey to mastery.

Learning is the ultimate goal behind all assessment and grading measures in Frisco ISD. Students should be graded based solely on their individual mastery of content standards. Fowler teachers should never provide students with extra-credit opportunities. Reference this link for more information about [Frisco ISD Grading & Assessment](#).

Bell Schedule

Frisco ISD Middle Schools will be running a modified-block bell schedule two days each week. The change in our bell schedule this year will allow us to break the 8 periods into two blocked days Wednesday and Thursdays. The modified-block bell schedule will provide us with longer periods of time within our classes on Wednesdays and Thursdays. This modified-block schedule will aid us in designing learning experiences that prepare our students for a more well-rounded future as our teachers seek to provide learning experiences that allow for more personalized and/or engaging instruction. Please access the link below to view our FMS Bell Schedule: [Fowler Middle School Bell Schedule](#)

Student Scheduling Guidelines

Schedule changes are subject to availability in the class requested, student need and master scheduling issues. Students pre-enroll in the spring semester for the upcoming school year, and the master schedule will be based on that information. Students will be able to see and change their course requests through May 1 of the current school year by contacting their counselor. Following this deadline, only program changes will be allowed through the second week of school. Advanced/Pre AP classes are the only classes that may be dropped at the end of the first six weeks of the course or at the end of the semester. Please see your counseling department for detailed timelines and to complete the required paperwork for requesting a schedule change. This change will occur only if the teacher, student and parent concur on the change. If consensus is not achieved, the issue will be referred to the Campus Intervention Team.

Middle School PreAP Algebra I Exception: Middle school students who take PreAP Algebra I are allowed to drop the class prior to the beginning of the second nine week marking period. The decision to make a schedule change will need to be made between the teacher and parents in the best interest of the student, understanding that these classes will affect the high school GPA (grade point average). All schedule changes must be approved by the Principal or designee.

Flight Time:

All students at Fowler Middle School will be provided a Flight Time period each school day. Flight Time sessions will be scheduled between the 6th and 7th period and are reserved for targeted instruction – intervention and enrichment. Students who are failing one or more classes will lose their right to self schedule for Flight Time sessions and will be in mandatory tutoring sessions for the failing class until passing.

Tutorials:

Morning tutorials will begin at 7:55 AM and conclude when the student is dismissed to the first period. To ensure appropriate supervision in our hallways, students may not report to morning tutorials after 8:05 AM. Teachers may opt to begin tutorials at 7:30 AM. They will communicate those dates to the students and students will be released for early morning tutorials between 7:30 and 7:35. After 7:35, the doors will remain closed until regular morning tutorials begin. Afternoon tutorials will be available by appointment. If a student is not passing or at risk of not passing a class, mandatory tutorials may be assigned by the teacher to ensure academic success. **Students may also be pulled out of an elective class for additional remediation.**

Failure to Attend Mandatory Tutorials

Students will be provided a mandatory tutorial form or a student's parents will be emailed by the assigning teacher when a student is assigned a mandatory tutorial. If a mandatory tutorial form is provided, students are expected to present this form to parents. Failure to attend mandatory tutorials may result in an assignment to C-Hall. C-Hall will serve as another opportunity for the student to succeed. Ongoing failure to attend mandatory tutorials or C-halls may result in the student being assigned ISS, where they will be required to complete all missing work.

Field Trip Policy

Students failing one or more classes will attend field trips based on administrator discretion.

Fowler Middle School Retest Guidelines

Recognizing that all learners do not progress at the same rate, reassessment is imperative to accurately document the level of mastery. Only Assessment of Learning indicated on the course Assessment Plan as retestable are eligible for reassessment up to 90% credit. Our goal for students is mastery of the standards and our Frisco ISD standard for mastery is 90%-100%. FMS educators will provide opportunities to learners who need additional time and support. This support can sometimes take place during class, before/after school, Flight Time, or an academic lunch. Each grade level core content teacher will provide students with the reassessment "academic contract", which is required before a reassessment opportunity is provided. The academic contract requires students to acknowledge their academic area in need of improvement, reflect on what strategies they could incorporate in order to better prepare for future assignments, commit to additional tutorials, and schedule the reassessment opportunity with the teacher. Students who fail to initiate this process may be ineligible for reassessment.

Fowler Middle School Teachers will:

- Create a safe place for all learners.
- Provide an assessment self-reflection form with instructions following all major/summative assessments.
- Provide a time for reteaching assessment concepts.
- Provide feedback at checkpoints on project-based assessments to ensure improvements are made before moving to the next step.
- Offer reassessments for different learning styles/modalities as needed.
- Create a timeline for reassessment that is communicated.
 - timeline will be approximately one week from when the original assessment grade is reported to students.
- Provide google forms that will guide the reassessment process and communicate expectations, reteaching opportunities/resources and timelines for reassessment.

Fowler Middle School Students will:

- Demonstrate an honest effort on Progress Checks and Assessments of Learning throughout the unit.
- Attend tutorials to gain mastery of skills being assessed.
 - Retest tutorials are mandatory for students who scored 70 or below on original assessment.

- Follow reassessment process and timeline given by teacher(s) for reassessment opportunities
- Show a positive, growth mindset

This retest policy does not include:

- District Snapshot Assessments
- Projects
- Presentations, speeches, lab reports, and writing assignments that fall under the current project guidelines
- Assessments given the final five days of the course

Homework/Assignment Policy

The general assignment policy for Fowler Middle School is provided to promote student responsibility and consistency throughout the building. Students are required to turn in all assigned work regardless of how late the work may be within the same marking period. The expectation is for all assignments to be completed. Failure to complete assignments will result in immediate placement in AOL (Academic Opportunity Lunch) until the assignment is completed. C-Hall may also be assigned to students who repeatedly fail to turn in assignments, and student's choice of advisory scheduling may be revoked.

AOL Guidelines

6th grade - 2 days to complete a late assignment before being assigned AOL (1st semester only)

7th/8th grades - 1 day to complete late assignment before being assigned AOL

All students given the opportunity to have one late assignment per core class in a 3-week period

2 or more late assignments in one class automatically assign AOL

2 or more late assignments in the same day will also have mandatory ISS Flight Time in addition to AOL - 2nd offense of same day = C-Hall

2nd AOL in same class for the same assignment- Mandatory Flight Time with the Teacher

4th AOL in same class - C-Hall

5th AOL in same class- Loss of elective time will report to ISS room

If students finish their work prior to scheduled AOL, they must still go to the AOL location for silent lunch.

Failing Core Classes

Students who are failing two or more classes may be removed from an elective and placed in Academic Recovery until the grades are above passing. Placement will be revisited at the end of each IPR. This will occur after all measures to ensure student success have been exhausted in the course.

Academic Recovery Guidelines

- May be assigned when a student is failing 2 or more core classes at the IPR/RC
- There will be a grading rubric to assess grades for the elective class students are missing, to include: Prepared for class, Participation, Lesson Engagement, Lesson Completion
- Students may be placed back into elective once core classes are passing. This change may occur at IPR/RC reporting times.

National Junior Honor Society Information

National Junior Honor Society is the leader among organizations and societies that promote appropriate recognition for students who reflect outstanding accomplishments in the areas of scholarship, character, leadership, citizenship, and service. Every 7th and 8th grade Fowler Middle School student will have the opportunity to become a member of this organization.

Initially, students must meet the following guidelines for scholarship in order to be considered for membership:

- Students must be in 7th or 8th grade and have attended FMS the entire first semester of the current school year.
- Students must have a cumulative grade point average of at least 94% in core classes for the current school year and maintain citizenship grades of “E” or “S”.
- A NJHS member who transfers from another school should bring a letter from the principal or chapter adviser to the Fowler Middle School Adviser.

Once the student is academically qualified, he/she will receive application forms for consideration for membership in February. Upon the return of the application for membership, academically qualified candidates shall be evaluated in areas of character, service, leadership, and citizenship. These guidelines, listed in order of consideration, are as follows:

- Must not have received any marks against them in citizenship for the current school year (Teacher recommendation and Discipline documentation)
- Service, leadership, and character listed by the applicant on the application

Fowler Academic Awards

At the end of the school year, we will hold our annual Fowler Academic Awards Ceremony to recognize students for academic excellence. Invitations will be emailed to students and parents of students receiving an award.

The criteria considered for receiving a Fowler Academic award are as follows:

- Principal Awards are given to students who have maintained a grade of 90 or better for each nine-weeks in each of their classes (elective classes included) through the 3rd nine-weeks.
- Presidential Awards are for 8th graders only and are based on two criteria. Each student has scored Masters Grade Level on the Math or Reading STAAR, and has a 90% average in core classes (math, science, social studies, and ILA) for the 6th, 7th and first semester of 8th grade. GT and Pre-AP classes will be weighted 6 points when determining Presidential Award recipients.
- The Falcon Pride Award is a top honor presented to one 8th grade girl and one 8th grade boy who were nominated and selected by the Fowler Faculty as leaders, both academically and socially, at Fowler.
- Teacher Awards: Teachers select only one of their students based on a combination of grades, effort, behavior, and achievement.

ATTENDANCE:

Regular and punctual attendance is the greatest single factor in school success; therefore, a student’s first concern should be to attend class regularly. A significant part of the learning process occurs in direct instruction from the teacher and the interaction between students and teachers within the classroom; worksheets and other assignments cannot take the place of these essential interactions in the classroom.

In the event a student should miss school, their parents should provide notice to our school by accessing the REPORT AN ABSENCE link on the front page of our Fowler website. The link is located in the upper right-hand corner of our website. Doctor’s notes and Parent’s notes may be uploaded (**within 3 days of the absence**) through the REPORT AN ABSENCE link or delivered to the front office when a student returns to school. If student absence notification is not received by the end of the day of the absence, the parent will receive a call to notify them about the absence. **Only 8 parent notes per year will be accepted to excuse an absence.** If a student is absent from school due to illness, they will not be permitted to attend evening school related events on the day of their absence. Compulsory Attendance Rules apply to all students regardless of excused or unexcused absences. ***Truancy is filed following the 10th unexcused absence.***

- **Excused Absences** – Excused absences include student illness, family illness, death in family, or birth in family. Parent notes will only excuse up to 8 days for the school year for reasons stated above. Any absences accrued after the 8th parent excused absence will require medical documentation in order to be excused.

- **Absences Due to Religious Holidays** – If a student plans to be absent for a religious holiday, a Religious Holiday Absence Form should be filed by parents prior to the absence. Forms can be obtained from our receptionist and returned to the front office.
- **Unexcused Absences** - Frisco ISD has an attendance tracking system that involves automatic notifications for those students who have unexcused absences. The notifications start with 3, then 7, then 10 unexcused absences. The reports of unexcused absences will be run weekly and letters will be mailed weekly to notify parents of their student's attendance.
- **Absences Due to Trip or Vacation** – If a student's absence is due to a family trip or vacation, a Trip/Vacation Absence Form should be filed by parents prior to the absence. Forms can be obtained from our receptionist and returned to the front office for Principal approval.
 - o Only one such trip or vacation per family, per year, can be requested.
 - o These absences will be considered **unexcused**.
 - o No more than five consecutive days of absence shall occur, except in extenuating circumstances as determined by the Superintendent or designee.
 - o As a reminder, **truancy will be filed following the 10th unexcused absence**.
- **Tardies** – In the event a student arrives at school tardy, students should sign in at the front office. Students who have excessive tardies throughout the day will be disciplined according to the middle school Student Code of Conduct.
- **Truancy** – A student is required to make up his/her work but may receive no credit when deemed truant. The office will notify parents if a student is considered truant. Mandatory tutorials and C-Halls are considered to be extended year programs and will be treated as such. If a student fails to attend, they will be considered truant. (Please refer to the FISD Truancy warning notice.) Students that are truant will be disciplined according to the Student Code of Conduct.

Missed Assignments Due to Absences and Illness:

It is the responsibility of the student and/or parent to collect missed assignments due to an absence. For absences due to illness that extend beyond one day, work may be requested before 10:00 AM on the second day of absence by parents. **This request should be made through our receptionist Ms. Alperin at: alperins@friscoisd.org** This request will be communicated to all of the students' teachers. Assignments will be delivered to the front office and may be picked up after 3:30 PM on the second day of a student's absence.

Students may also collect all assignments when they return to school. Each student is responsible for completing all make-up work. Students are allowed one day to make up assignments for each day of absence. If a student misses a test or quiz, it is the responsibility of the student to schedule a time with the teacher to make up the assessment. If the student was aware of an assignment deadline before the absence occurred, the assignment or exam is due upon the student's return to school. Special long-term student projects may be required to be turned in on the due date regardless of student attendance at school.

Make-up Work for Absences Due to Trips/Vacations (Unexcused)

The student shall agree to have any pre-assigned work completed upon his or her first day back to school, although a teacher is not required to give the student work prior to the absence. Some may be given ahead of time and some may be given upon return. It is the student's responsibility to do make-up work following any absence. Students are responsible for collecting their make-up work the first day they return to the classes that were missed. After receiving their make-up work, students will turn in their work as follows: one day of absence, one day (next class period) to make up work; two days absence, two days (class periods) to make up work; three days or more absent, three days (class periods) to make up work. Full credit can be earned as long as the work is turned in within the allotted time. A teacher may also ask for a reading log, journaling or a writing activity to demonstrate learning that occurred on a trip. The student will not be entitled to additional tutoring either before or after the trip.

COMMUNICATION:

Staff at FMS understand the importance of good communication, and encourage parents to contact teachers, counselors, or administrators by phone at (469) 633-5050 anytime you have a question, concern, or praise. If we are unable to answer your call, leave a message with voicemail and we will return your call within 24 hours. Parents are also welcome to contact teachers or administrators directly through email. Parent requests to meet or conference with teachers, coaches, counselors, or administrators should be made in advance by phone or

e-mail. We also have a general Fowler email address that you may use should you have questions or comments. **Our Fowler general email address is: fowler@friscoisd.org**

We strive to get news, information, and important dates to you in a timely fashion. Our Fowler newsletter, “The Falcon Reporter”, will be posted on our website prior to each nine-weeks grading term. **Our Fowler newsletter serves as our primary source of communication with parents.** We will also use our automated calling and e-mail system, School Messenger, for updates and reminders. Additionally, important information will be provided to your child through daily announcements, and occasional news flyers or letters. Students may also obtain information regarding activities and dates on the two announcement bulletin boards located between the 7th & 8th grade hallways and between the 6th & 7th grade hallways. These will be the only permitted locations where flyers will be posted with school wide information.

Information about special events will be posted on our Fowler website. Please check our website on a regular basis for the most up-to-date information on all the exciting opportunities that are planned for the Fowler school community.

Our Fowler website is: <http://schools.friscoisd.org/campus/middle-school/fowler/home>, and campus social media sites are listed below:

Facebook: “Fowler Middle School Frisco ISD”

<https://www.facebook.com/FowlerMSFISD/?fref=ts>

Instagram: @fowlerfalcons07

<https://www.instagram.com/fowlerfalcons07/?hl=en>

Twitter: @FowlerFalcons07

<https://twitter.com/FowlerFalcons07>

There will be several opportunities throughout the year for parents to attend our “Coffee with the Counselors” events. This time allows guest speakers to talk about topics of special interest to parents of middle school students. Information about our Fowler “Coffee with the Counselors” will be posted within the Counselor link of the Fowler website.

Fowler parents are encouraged to contact us to schedule conferences. Requests may be made through our front office receptionist, or parents are welcome to contact teachers or team leaders directly. Compliance with the Family Educational Rights and Privacy Act (FERPA) will be maintained through all methods of communication.

Student Phone Calls

If a student needs to contact their parents during the school day, they must obtain a pass from a teacher allowing them to use the student phone in the front office. Students who use their cell phone during the school day to contact parents or any other person are in violation of the district’s cell phone policy. Our goal is student safety in all communication made from school.

Home Access Center/Teacher Websites/Student Agendas:

After the initial progress report grading period (first three weeks of school), a username and password to access our **Home Access Center** will be mailed home. This is a great tool for parents and students to work together to keep current on grades, missing assignments, attendance, etc. A short tutorial on how to use Home Access Center, as well as Home Access Help, can be found on the Fowler website in the “Parents & Students” section. Username and passwords will be provided to students upon their request and Fowler students will be asked to regularly check their grades during their Flight Time, Study Skills or Academy Connect classes.

Teacher Canvas Sites are a great resource to use to access teachers’ lesson plans, assignments, class calendars, etc. Links to teacher Canvas sites can be found through the Canvas Student App, Canvas Parent App or through the Student Portal. Please be aware that as learning is assessed throughout each lesson, there will be times that weekly lesson plans need to be adjusted. Students will always be made aware of these changes.

If you see consistent discrepancies between your student’s agenda and the Home Access Center or teacher Canvas site information, you may want to contact your student’s teacher for clarification.

Some, but not all, classroom assignments may be posted to teacher Canvas sites. Some assignments may only be provided to students during class time.

School Closing/Delay Information

Please listen to local radio and television stations for current news about inclement weather, school closings, or delays of any nature. The decision to close or delay school is made by 5:30 a.m. Radio and TV stations are contacted and updated by 6 a.m. If school is delayed, it will be for two hours. Once the decision to delay is made, district officials will continue to monitor the roads. If conditions do not seem to be improving, officials may then cancel. That decision will be made by 7:30 a.m. Updates are also posted at www.friscoisd.org. In addition, the district will utilize its school messenger phone/email system and the Twitter.com account.

BEHAVIOR MANAGEMENT:

Detention

Teachers may assign detention before or after school for infractions of the Student Code of Conduct. A detention consists of keeping a student for up to one hour before or after school under direct teacher supervision. Parents will be notified if a student receives a teacher detention.

C-Hall

C-Halls may be assigned by a teacher or administrator for infractions of the Student Code of Conduct. C-Halls are held from 4:00PM – 4:45 PM on Monday and Wednesday and from 7:15 AM – 7:55 AM on Tuesday and Thursday. **Students are responsible for bringing schoolwork to C-hall and must be on time.** Students must provide their own transportation home.

Office Referral

This is a short term removal from a class period for student behavior that interferes with the teaching and learning environment in the classroom.

ISS: In-School Suspension

ISS is the removal of a student from the classroom environment for one or more days. ISS encourages students to change their current behavior, assists students in understanding the results of negative choices, teaches self discipline, and provides students an opportunity to get caught up on school work. While in ISS, students will be required to complete any and all assignments sent by their teachers. Students are required to bring all books and school supplies to ISS. On the day(s) a student serves ISS, they may not participate in or attend any after school or extra-curricular activities. Students who are assigned to ISS should bring their lunch or plan to eat in the school cafeteria. Lunch deliveries will not be permitted.

OSS: Out of School Suspension

OSS consists of up to three (3) consecutive days at home in an unsupervised educational setting. Students are responsible for turning in their assignments upon their return to school, or the late work policy will be enforced. State law allows a student to be suspended for as many as three school days per behavior violation, with no limit on the number of times a student may be suspended in a semester or school year. Students with disabilities are subject to applicable state and federal law in addition to the Student Code of Conduct. To the extent any conflict exists, state and/or federal law will prevail. Students may be suspended for any behavior listed in the Student Code of Conduct as a general misconduct violation, Disciplinary Alternative Education Program placement offense, or expellable offense. A student who is to be suspended will have an informal conference with the principal or appropriate administrator, advising the student of the conduct of which he/ she is accused. The student will be given the opportunity to explain his or her version of the incident before the administrator's decision is made. The number of days a student is suspended is determined by the principal or other appropriate administrator, but will not exceed three school days. **Students may not attend or participate in any after school or extracurricular activities during this time.**

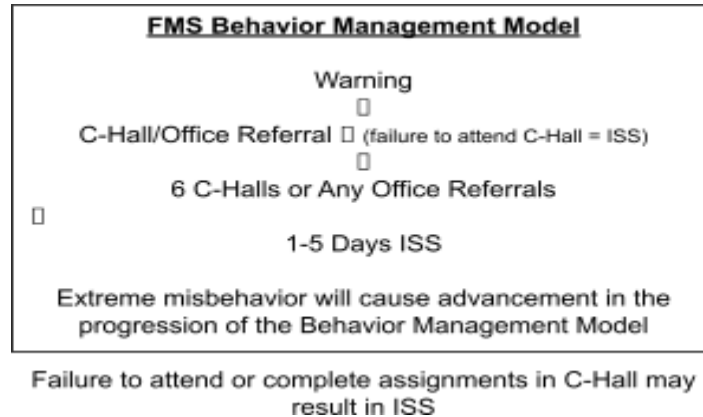
Alternative Placement

Student Opportunities Center (SOC) – The SOC is a supervised suspension Special Programs Center within Frisco ISD. Placement in the SOC is usually for a minimum of 45 days, with a 30 day review. Transportation to and from the SOC is the student/parent's responsibility.

Expulsion – A student who is dismissed from school for the remainder of a semester or remainder of the school year will be assigned to the Juvenile Justice Alternative Education Program in McKinney. Transportation to JJAEP will be provided by the district.

FMS Behavior Management Model

The FMS Behavior Management Model illustrates the progression of consequences for discipline concerns. The FMS staff will follow this model to support a safe and orderly school environment.



Treatment Agreement

Cafeteria

Student to Student expectations

Respect other people's space
Be considerate and mindful of others
No yelling/running/pushing/cutting in line

Student to Teacher/Staff expectations

Be respectful of others (tone, facial expressions, body language)
Immediately get quiet when someone is on the microphone
Follow directions of a monitor when given

Teacher/Staff to Student expectations

Listen to student concerns
Reward desired behaviors
Use respectful tone

Restrooms

Student to Student expectations

Keep restroom clean for others
Use restroom for intended purposes
No horseplay

Student to Teacher/Staff expectations

Get in and out quickly
Be aware of how your actions affect custodians
Turn phone in to teacher as pass before leaving the classroom

Teacher/Staff to Student expectations

Be aware if student needs

Be aware of how long students are gone
Have time set to help students on missed content

Hallways

Student to Student expectations

No horseplay
Follow flow of traffic (stay to the right)
Be mindful of your surroundings (keep walking, don't stop in the middle)

Student to Teacher/Staff

Answer all teacher directives
Don't roam hallways/go directly to your destination
No phones, earbuds and food in hallway

Teacher/Staff to Student

Direct students to location
Help keep hallways clean
Watch for phones, earbuds and food

Use of Cell Phones and Other Electronic Devices

Using any device that permits recording the voice or image of another in any way that either disrupts the educational environment, invades the privacy of others, or is made without the prior consent of the individuals being recorded is prohibited.

Cell Phones:

To limit distraction from instruction during the school day, students who choose to bring a cell phone to school must remember to turn it off when they are released to 1st period in the morning at 8:15 AM and may not turn it back on until the end of the school day. The cell phone must also be placed in the student's ~~locker~~/bag/backpack prior to first period and remain there until the end of the school day, unless a teacher has requested that they bring it to a class for instructional purposes. A student using a cell phone, leaving the phone turned on, or displaying the phone during an inappropriate time will result in confiscation of the phone. The phone will be returned only to a parent or guardian. The following consequences will be enforced with students who violate this rule:

- 1st Offense* confiscated & returned to student signature required on cell phone violation form the next day or lunch detention until returned
- 2nd Offense* confiscated & returned to student for a \$15 fine & signature on cell phone violation form both required the next day or lunch detention until returned
- 3rd Offense* confiscated & returned to parent only & \$15 fine
- 4th Offense* confiscated & returned to parent only & \$15 fine, remainder of the year phone must be checked in with AP secretary each morning and may be picked up at the end of the school day

*Please note that the disciplinary action, not the fine, could be elevated one level for disruption of class. Parents will be notified within two school days after the device has been confiscated to schedule a time to pick up the phone and pay the fine, if applicable.

Electronic Devices

Students who choose to bring electronic devices other than cell phones, such as iPods, MP3 players, PSP, DS, cameras, airpods, etc. to school must remember to turn them off when they are released to 1st period in the morning at 8:15 AM and may not turn them back on until the end of the school day. Possessing an electronic device such as those listed above is permissible as long as the device is not visible or used in any way. These items should be placed in the student's bag/backpack prior to first period and remain there until the end of the school day unless a teacher has requested that they bring it to a class for instructional purposes. If a student

uses the device, it may result in confiscation of the device and will be returned to the parent or the student at the end of the day. The following consequences will be enforced to students who violate this rule:

<i>1st Offense</i>	Form requires the parent/guardian signature to be returned the following day. Device will not be returned to the student until the form is returned signed by parent/guardian.
<i>2nd Offense</i>	\$15 fine & form requires parent/guardian signature to be returned the following day. Device will not be returned to the student until the form is returned signed by parent/guardian.
<i>3rd Offense</i>	\$15 fine & form requires parent/guardian signature to be returned the following day. Device will not be returned to the student until the form is returned signed by parent/guardian.
<i>4th Offense</i>	\$15 fine & form requires parent/guardian signature and device will be kept for the remainder of the school year.

*Please note that the disciplinary action could be elevated one level for disruption of class. Parents will be notified within two school days after the device has been confiscated to schedule a time to pick up the device.

*Please note that students may not listen to music on their own personal devices (including headphones/earbuds).

Instructional Use of Personal Telecommunications and Other Electronic Devices

All students will be issued a Frisco ISD device through the Middle School 1:1 incentive. Access to the Chromebook may be revoked at any time for abusive or inappropriate conduct related to the use of the electronic device. The student who the device is checked out to is financially responsible for any damage or loss. Students who withdraw from the Frisco ISD must turn in their district issued device before the withdrawal process can be completed. Each student is required to comply at all times with the Frisco ISD Middle School 1:1 Handbook and the Student Responsible Use Policy.

Tardies

Students who have excessive tardies throughout the day will be disciplined according to the middle school student code of conduct. Tardies are totaled per class and per nine-weeks grading terms. Consequences for tardies will be as follows:

6th & 7th Grade

- 1st offense – Warning
- 2nd offense – Parent Contact
- 3rd offense – C-Hall
- 4th offense – Office Referral

8th Grade

- 1st offense – Warning & Parent Contact
- 2nd offense – C-Hall
- 3rd offense – C-Hall
- 4th offense – Office Referral

Fighting & Assault

Any student that engages in fighting or assault (other than under Penal Code 22.01) will receive three (3) days of OSS (Out of School Suspension) and two (2) days of ISS (In-School Suspension) on the student's first offense. Multiple offenses will be taken into consideration.

Dress Code Standards:

The district's dress standards are established to prevent disruption and support the safety of all students, staff, and campus visitors.

The dress standards of the Frisco Independent School District are meant to promote a positive, professional learning environment where the focus is on instruction and not on clothing. Clothing, hairstyles and accessories will meet reasonable, school-appropriate standards that support a safe school environment.

A student's personal dress standards must adhere to the following general criteria:

1. Shall not lead school officials to reasonably believe that such dress will disrupt, interfere with, disturb, or detract from school activities.
2. Shall not be drug, alcohol, or gang-related, offensive, and/or distract from or interfere with the learning environment of the school.
3. Shall not create a health or other hazard to the student's safety or to the safety of others.

Specifically, students shall come to school looking clean, neat, and ready to learn. The District prohibits pictures, emblems, or writings on materials or clothing that are lewd, offensive, vulgar, and immodest or promote or refer to alcoholic beverages, drugs, or any other substance prohibited under policy FIDSD Board Policy/Exhibit FNCF. The District also prohibits any clothing that may reasonably be expected to cause disruption of or interference with normal operations. Shirts or other clothing items depicting or promoting acts of violence, guns, weapons, death, dismemberment, disfigurement, gang activity or affiliation, or other offensive items or wording are specifically prohibited. Tactical-style vests or attire that is tactical in nature which may reasonably cause a substantial disruption of the school day is prohibited.

Furthermore, to support proper hygiene on campus and maintain an environment conducive to learning, blankets and pillows, whether “worn” or carried, are prohibited on campus, unless otherwise directed by the school staff.

The following statements serve as guidelines so that there is no question of what is acceptable.

Clothing - General	Clothing should be worn for the purpose for which it was designed.
Dresses and Skirts	Must extend below the undergarment area at all times whether in standing or sitting position.
Head Coverings & Sunglasses	Sunglasses and/or any head coverings that might conceal all or some portion of the face from clear view are not permitted to be worn in the building.
Pants/Shorts	Undergarments should not be visible at any time. Tears, frays, or ragged edges and holes may only be below the buttocks and pelvic region at all times. Shorts, including athletic shorts, must extend beyond the buttocks and pelvic region at all times. If tights, leggings, or other form-fitting pants are worn, the buttocks and pelvic region must be covered at all times by a dress, shirt, skirt, or shorts.
Shoes	House shoes are not permitted. Tennis shoes should be worn in physical education classes. Shoes with wheels are not allowed.
Shirts and Blouses	Sleeveless tops must be wide enough to cover undergarments. See-through, strapless, bare midriff, underwear-type sleeveless shirts, beachwear, swimwear, tube tops, and low-cut clothing is not permitted. Shirt hems should extend to or past the waist of pants/shorts/skirts at all times.

Students in violation of the student dress and grooming code will be expected to change to appropriate attire (provided by the school when possible) when violations occur. Students will not be allowed to leave campus for the purpose of changing clothes.

Secondary students who refuse to meet this requirement of compliance with the Dress and Grooming Code may spend the day in In-School Suspension.

Students are expected to be in compliance with the dress code at any school-related event or activity; school officials have the authority to ask students to leave if they are inappropriately dressed.

Note: The principal, in connection with the sponsor, coach or other person in charge of an extracurricular activity, may regulate the dress and grooming of students who participate in the activity and may impose higher standards.

FISD ACADEMIC ETHICS & PLAGIARISM

FISD expects all students to maintain the highest degree of academic ethics. This requires putting the utmost effort into all class work and assignments and avoiding the ethical pitfalls of plagiarism and cheating.

Plagiarism and Cheating:

Plagiarism and cheating interfere with the assessment and feedback process that is necessary in order to promote academic growth. Education is based on learning specific skills, forming lifelong work habits, and developing mature coping skills according to each student's unique abilities. Stress sometimes propels students to make unethical choices. Students are expected to produce their own work except on projects designated by the teacher as cooperative efforts. Teachers will indicate which assignments are to be cooperative efforts and will establish guidelines for the use of such aids as calculators, computers, word processors and published study guides. If a student is in doubt about the ethical standards applicable to a particular situation, the student is responsible for clarifying the matter with the teacher. Remember, each student is responsible for securing his/her own work.

Plagiarism and cheating include, but are not limited to:

- Submitting material written by someone else or rephrasing the ideas of another without giving the author's name or source.
- Presenting the work of tutors, parents, siblings, or friends as your own.
- Submitting papers, or portions of papers, from the Internet written by someone else.
- Exchanging assignments with other students, either handwritten or computer generated, whether you believe they will be copied or not.
- Using any form of memory aid during tests or quizzes without the expressed permission of the instructor.
- Using a computer or other means to translate an assignment from one language into another language and submitting it as an original work.
- Giving or receiving answers during tests or quizzes.
- Taking credit for group work when you have not contributed an equal or appropriate share toward the result.
- Accessing a test or quiz for determining the questions in advance of its administration.
- Using summaries/commentaries (Cliff notes, Spark Notes, etc.) in lieu of reading the assigned materials.

Consequences

The teacher will notify the parent and Assistant Principal of any student who is caught plagiarizing or cheating, and the offense will be documented in eSchool. When work is plagiarized or copied from another student, one or both of the students may be penalized and subjected to disciplinary consequences.

First Offense:

Complete Canvas Course Part 1

Campus-assigned consequence

Assessment completion in front of the teacher for up to a 70%; cannot re-assess.

Second Offense:

Completion of Canvas Course Part 2.

Escalated campus-assigned consequence

Assessment completion in front of the teacher for up to a 60%; cannot re-assess.

Third Offense:

Escalated campus-assigned consequence

Assessment completion in front of the teacher for up to a 50%; cannot re-assess.

Following this offense, assessment following acts of academic dishonesty will not be available to the student for the remainder of the school year for any class, and the grade on an assignment for which there has been academic dishonesty will be a zero.

Alternatives to Cheating and Plagiarism

Students do not need to cheat or plagiarize. FISD provides numerous support services for students to help them achieve success honorably. These support services include, but are not limited to the following: tutorials,

opportunities to redo assignments, opportunities for mastery, administrative support, before and after school library time, and peer support. Students who seek appropriate help when they need it will be more successful and will feel more satisfied with their accomplishments.

The following behaviors promote true student achievement:

- Be prepared. Try to keep to a realistic schedule balancing academic obligations and your social and personal life
- Make certain that you understand your assignments and the grading assessment that will be used. If you have questions about an assignment or an assessment, talk to your instructor. Do not rely solely upon a classmate for clarification
- If you study for a test with a classmate, make sure that you do sit near each other during the test since your responses (and errors) may be similar
- Be cautious when reading or scanning someone else's paper before writing your own. Some of the ideas in the other person's paper may be idea that you would have used, but you will not need to credit the person whose paper you read for the ideas
- Use all avenues of support available to you – for help needed beyond the classroom; see your instructor, other instructors in the department, a peer tutor, or a parent or other adult who is well versed in the subject
- Assignments should be considered individual unless the instructor states otherwise
- Be organized. Having class notes in an orderly, easily accessible format will save time and anxiety when studying for a test or writing a paper
- Keep current with assignments. If you need to read an entire novel the evening before a test or before a paper is due on that novel, your performance on either will suffer
- If, for whatever reason, you choose to use another's ideas or solutions, cite that person as a source on your paper or project
- Know what constitutes cheating, including all the variations of plagiarism

Parental Support

Parental support of academic achievement and ethical development is fundamental to students' long-term success. The following behaviors will assist parents in promoting true student achievement:

- Teachers are available for extra help before and after school. In addition, peer tutors are available when extra help is needed. Encourage your child to take advantage of the extra one-to-one time.
- Assess your child's abilities realistically. Help her/him to choose courses in which she/he will be successful and challenged without undue stress. Consult your child's counselor with additional questions.
- Don't push children beyond their limits with your expectations and aspirations. Many times students make bad decisions because the pressure to excel is greater than their ability to meet the expectations.
- If you suspect your child is experiencing difficulty in a class, please contact the teacher. The sooner the problem is identified, the sooner steps can be taken to alleviate it.
- If your child is caught cheating and you are contacted, please remember that this is a learning experience; help your child to accept the consequences for his/her inappropriate actions.

BULLYING/HARASSMENT/HAZING

Bullying/Harassment/Hazing are prohibited in any form on school property, in a school vehicle, or at a school-sponsored event. Students who have bullied/harassed/hazed others are in violation of school policy and may be subjected to disciplinary action, up to and including suspension and expulsion. A Fowler Middle School Bullying Committee will meet regularly throughout the school year using the Olweus Bullying Prevention Program to address educating the student body about bullying. The committee will consist of administrators, teachers, students, and parents.

Bullying is defined as a student or group of students engaging in any gesture or written, verbal, or physical or computerized or other electronically transmitted act, or threat that: 1) Will have the effect of physically harming a student, damaging a student's property or reputation, or placing a student in reasonable fear of harm; or 2) Is sufficiently severe, persistent, or pervasive that the action or threat creates an intimidating, threatening, or abusive educational environment for a student.

Note: For bullying to exist, there must be an **imbalance of power** (either physically, or in lack of social skills to defend oneself, or in regard to perceived status), and it **must occur “repeatedly and over time”**.

Harassment is bullying by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such a manner as to be commonly understood to convey hatred, contempt, or prejudice or have the effect of insulting or stigmatizing an individual. Harassment includes, but is not limited to, bullying on the basis of race, color, national origin, religion, or disability or any other basis prohibited by law (such as dating violence and sexual harassment). All matters involving harassment issues will be reviewed for possible referral to law enforcement officials.

Hazing means any intentional, knowing, or reckless act, occurring on or off campus of an educational institution, by one person alone, or acting with others, directed against a student that endangers, or has the potential to endanger, the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining a membership of a group, a team, or organization. All matters involving hazing issues will be reported to law enforcement officials.

Consequences for Violation of School Bullying/Harassment/Hazing Rules

Level 1: Behaviors which interfere with the learning of others and violate a student’s right to feel safe, to have their possessions be safe, and to be included.

Examples: Teasing, excluding others, generally disturbing someone

Consequences

Minimum: Verbal Reprimand and warning of future consequences

Note: The 2nd level 1 classroom offense will result in a level 2 consequence and referral to the Assistant Principal for discipline and the Counselor for counseling. All future level 1 violations will result in level 2, or above consequences.

Level 2: Behaviors which are not intended to cause physical harm and are not illegal, but do negatively affect an orderly school environment.

Examples: 2nd referral for teasing, or other level one offense, intimidation, encouraging someone else to bully someone in any way, aggressive actions, destruction of property, continual gossip/rumors, undermining relationships, or taking possessions (if this involves breaking a law it goes to a level 3 offense).

Consequences

Minimum: Detention, and/or removal from some privilege, refers to the School Anti Bullying Task Force; alert all teachers (need to know basis), counseling sessions and contact parents.

Optional: Other possible consequences include: removal from the classroom, payment of damages to property, sign agreement to “stay away” from the other person, support group, letter of apology, write a paper on topic related to the topic, restrict movement in the building, isolated lunch, restrict extracurricular activities, ISS, OSS, refer to law enforcement officials (minimum referral for issues of harassment related to gender identity, race, national origin, religion, or disability).

Level 3: Behaviors which are intended to cause physical or mental harm and/or are illegal. Automatic with 3rd referral for a bullying offense

Examples: Fighting, or assault of any kind, harassment (as defined earlier), destruction of property, intimidation, or extortion threats, blatant disregard for others, retaliation, or encouraging others to retaliate against someone.

Consequences

Minimum: ISS, OSS, refer to law enforcement officials and ongoing counseling,

Optional: The same as for Level 2, plus complete the schools Bully Prevention Program which includes up to 6 counseling sessions and writing a paper or attend 6-week campus support group and meet with parents.

District Policy of Investigating Bullying Incidents

Any District employee who receives notice that a student has or may have experienced bullying shall immediately notify the principal or designee. If the report was made orally, the campus principal or designee shall reduce it to written form. The campus principal or designee shall conduct an appropriate investigation based on the allegations in the report.

Steps for Intervening When You Witness Bullying – Out of the Classroom

- a. Immediately stop the bullying
- b. Refer to the bullying behavior and to the relevant school rules against bullying
- c. Address the Bystanders (with the student who was bullied)
- d. Address the Student Who Was Bullied
- e. Address the Student Who Bullied

Steps for Intervening When You Witness Bullying in the Classroom

- a. Immediately stop the bullying
- b. Reiterate the rules
- c. Confront the student who bullied
- d. Impose consequences
- e. Document the incident
- f. Refer when necessary

Note: Please refer to FISD Board Policy FFI(LOCAL) and/or the FISD Secondary Bully Prevention Program located on the share drive for more information and forms.