



**Notice of Regular Meeting
The Board of Trustees
Lago Vista ISD**

A regular meeting of the Board of Trustees of Lago Vista ISD will be held on August 18, 2008, beginning after the conclusion of the public hearing which begins at 7:00 PM in the Board Room in Viking Hall, 8039 Bar K Ranch Road, Lago Vista, Texas 78645.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

1. Invocation
2. Welcome visitors/Public participation
3. Proposed budget for 2008-09
4. Proposed tax rate for 2008-09
5. Restroom/concession stand update
6. Consideration/approval of Student Code of Conduct
7. Student handbooks and supplements
8. Selection of LVISD delegate to TASA/TASB Convention
9. Consideration of endorsement of TASB Board of Directors candidate(s)
10. Superintendent report
11. Minutes of previous meetings – July 14, 2008, July 25, 2008
12. Monthly financial report
13. Consideration of resignation of certified teaching staff member
14. Adjourn

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

Barbara Qualls, Ph.D.
Superintendent

Date

Revenue / Appropriation / Balance Report By Fund
 Using NY Recommended

<u>Fund</u>	<u>Description</u>	<u>Estimated Revenues</u>	<u>Appropriations</u>	<u>Fund Balances</u>	<u>Projected Change in Fund Balance</u>
199/9	GENERAL FUND	17,292,081.00	17,740,393.00	0.00	-448,312.00
240/9	SCHOOL BRKFST & LUNCH PROGRAM	458,034.00	458,034.00	0.00	0.00
599/9	DEBT SERVICE FUND	1,757,040.76	1,804,003.76	0.00	-46,963.00
	Totals	19,507,155.76	20,002,430.76	0.00	-495,275.00

Expenditure Report By Function / Major Object
 Using NY Recommended

Func Description	Payroll Costs 6100	Contracted Services 6200	Supplies & Materials 6300	Other Oper Expenses 6400	Debt Service 6500	Capital Outlay 6600	Other Uses 8900	Total
199/9 GENERAL FUND								
11 INSTRUCTION	6,441,769	145,184	449,060	42,747	0	23,775	0	7,102,535
12 LIBRARY	138,911	6,912	32,900	950	0	0	0	179,673
13 CURRICULUM	80,580	9,000	3,000	34,964	0	0	0	127,544
21 INSTRUCTIONAL ADI	84,992	1,500	1,500	1,200	0	0	0	89,192
23 CAMPUS ADMINISTR	643,373	1,000	11,900	5,000	0	0	0	661,273
31 GUIDANCE AND COU	305,699	1,450	9,245	8,150	0	0	0	324,544
33 HEALTH SERVICES	103,880	0	2,300	0	0	0	0	106,180
34 PUPIL TRANSPORTA	0	452,578	0	0	0	0	0	452,578
36 CO-CURRICULAR AC	157,759	66,841	83,800	95,174	0	17,000	0	420,574
41 GENERAL ADMINISTI	348,298	185,350	10,500	24,500	0	0	0	568,648
51 PLANT MAINTENANC	192,677	870,035	70,000	58,800	0	30,000	0	1,221,512
52 SECURITY	0	39,200	0	0	0	0	0	39,200
53 DATA PROCESSING	0	11,750	5,000	3,000	0	0	0	19,750
61 COMMUNITY SERVIC	13,345	0	0	0	0	0	0	13,345
81 CAPITAL PROJECTS	0	26,500	0	0	0	421,812	0	448,312
91 CHAPTER 41 PAYMEI	0	5,890,533	0	0	0	0	0	5,890,533
99 PAYMENTS TO OTHE	0	75,000	0	0	0	0	0	75,000
Totals 199/9	8,511,284	7,782,832	679,205	274,485	0	492,587	0	17,740,393

Expenditure Report By Function / Major Object
 Using NY Recommended

Func Description	Payroll Costs 6100	Contracted Services 6200	Supplies & Materials 6300	Other Oper Expenses 6400	Debt Service 6500	Capital Outlay 6600	Other Uses 8900	Total
240/9 SCHOOL BRKFST & LUNCH PROGRAM								
35 FOOD SERVICES	0	212,520	245,514	0	0	0	0	458,034
Totals 240/9	0	212,520	245,514	0	0	0	0	458,034

Expenditure Report By Function / Major Object
 Using NY Recommended

Func Description	Payroll Costs 6100	Contracted Services 6200	Supplies & Materials 6300	Other Oper Expenses 6400	Debt Service 6500	Capital Outlay 6600	Other Uses 8900	Total
599/9 DEBT SERVICE FUND								
71 DEBT SERVICES	0	1,200	0	0	1,802,804	0	0	1,804,004
Totals 599/9	0	1,200	0	0	1,802,804	0	0	1,804,004
Final Totals	8,511,284	7,996,552	924,719	274,485	1,802,804	492,587	0	20,002,431
End of Report								



LAGO VISTA INDEPENDENT SCHOOL DISTRICT

2008-2009 PROPOSED TAX RATE

\$1.04 M&O Tax Rate per \$100 Taxable Value

\$.14 I&S Tax Rate per \$100 Taxable Value

\$1.18 Total Tax Rate per \$100 Taxable Value



LAGO VISTA ISD
STUDENT CODE OF CONDUCT
AND
STUDENT HANDBOOK
2008-2009

Dear Parent/Guardian:

This Student Code of Conduct provides information regarding expectations for student behavior and consequences for misconduct. Please read and review the information in the Student Code of Conduct with your student so that you have a clear understanding of its content. Once you and your student have reviewed the Student Code of Conduct, please sign the acknowledgment on the enrollment form and return it to the campus office or student's teacher. Please contact your student's teacher or campus administrator if you have any questions about the Code.

**Lago Vista Independent School District
2008-2009 Student Code of Conduct
Acknowledgment Form**

Your signature on the enrollment form will indicate:

I have read, understand, and agree to abide by Lago Vista Independent School District's Student Code of Conduct for the 2008-2009 school year. I understand that my student will be held accountable for the behavior expectations and disciplinary consequences outlined in the Student Code of Conduct. I understand that the Student Code of Conduct governs all behavior at school, at school-sponsored and school-related activities, and during school-sponsored travel. I also understand the Student Code of Conduct governs some designated behaviors occurring within 300 feet of school property, some designated behaviors occurring off-campus, and for any school-related misconduct regardless of time or location. I understand that a referral for criminal prosecution is possible for certain violations of law.

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GENERAL OVERVIEW

PURPOSE

The Board of Trustees adopted this Student Code of Conduct (SCC) to promote a safe, secure, and optimal learning environment for all students. Inside you will find information regarding:

- The District-wide discipline management plan,
- A description of prohibited conduct,
- The disciplinary options, methods, and consequences for preventing and addressing student misconduct, and
- The process the District will follow when administering disciplinary consequences.

If there is a conflict between the SCC and the Student Handbook, the terms of the SCC will control. If there is a conflict between the SCC and District policy, the LVISD Board policy will control.

ADDITIONAL RULES

Students may be subject to campus, classroom, extracurricular, and/or organization rules in addition to those found in the SCC. Students may face consequences under these additional rules as well as possible disciplinary action under the SCC. Further, to the extent a student engages in misconduct that is not specifically addressed in the SCC, the student may still be disciplined if the misconduct disrupts or interferes with the educational process, learning environment, or school safety.

NOTICE OF DISCIPLINARY ACTION

Teachers and administrators strive to notify parents/guardians of student conduct concerns as they occur. The campus administrator will contact the parent/guardian by phone or in writing within three school days of becoming aware of misconduct that may result in out-of-school suspension, DAEP placement, or expulsion from school. Failure to send any notice within this time period or as noted elsewhere in the SCC does not preclude imposing a discipline consequence.

DISCIPLINE OF STUDENTS WITH SPECIAL NEEDS

Students eligible for services under the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act of 1973 are subject to discipline in accordance with those laws. For more information about those specific procedures, please contact Dr. Sandra Apperley. A student enrolled in a special education program may not be disciplined for bullying, harassment, or making hit lists until an ARD meeting is conducted.

ANTI-DISCRIMINATION

The District does not discriminate against students on the basis of race, sex, national origin, disability, religion, color, or ethnicity when enforcing the provisions of the SCC.

DISCIPLINE APPEALS

Appeals of disciplinary measures should be directed to the student's teacher or campus administrator, as described in local District policy FNG. Depending on the disciplinary consequence assigned, different complaint procedures may apply. A copy of the appropriate policy is available at the campus or central administration office or online at <http://www.lagovistaisd.net>. Timelines for filing appeals stated in the policy will be enforced. Disciplinary consequences will not be delayed or deferred pending the outcome of an appeal.

EFFECT OF STUDENT WITHDRAWAL

Withdrawal from school after a student has been accused of a violation of the SCC will not prevent the District from investigating the alleged violation and, if it is determined that a violation did occur, assessing the appropriate disciplinary consequence and enforcing that consequence should the student re-enroll in the District.

SCOPE OF THE DISTRICT'S DISCIPLINARY AUTHORITY

GENERAL AUTHORITY

In addition to the disciplinary authority established for certain types of offenses as described within the SCC, the District has general disciplinary authority over a student at the following times:

- At any time during the school day
- While traveling to and from school or school activities on District transportation
- While attending any school-sponsored or school-related activity, regardless of time or location
- As provided in extracurricular or organization handbooks, by-laws, or constitutions
- During lunch periods, including those in which a student leaves the campus
- While on school property
- For any school-related misconduct, regardless of time or location
- Other off campus conduct as permitted by Chapter 37 of the Texas Education Code
- For certain offenses committed within 300 feet of school property as measured from any point on the school's real property boundary line

SEARCHES

A student's clothing, personal property, method of transportation, or school property used by the student (such as lockers or desks) may be searched when there is reasonable cause to believe the search will reveal articles or materials prohibited by the District. Students are responsible for ensuring that any personal property, method of transportation, or school property used by the student does not contain prohibited items. Students may be disciplined for possession of prohibited items discovered during a search. For more information about searches, please review the District's Student Handbook and local policy FNF.

STUDENT TRANSFERS

The District does not accept transfers from students living outside the boundaries of LVISD.

CRIMINAL CONDUCT

School administrators will report crimes as required by law and may contact local law enforcement regarding suspected criminal activity. Certain acts of misconduct may constitute criminal offenses in addition to violations of the SCC. Because school discipline is independent of criminal proceedings, disciplinary consequences may not be postponed pending the outcome of any criminal proceeding or affected by the outcome of any criminal proceeding.

DISCIPLINE CONSIDERATIONS & TECHNIQUES

DISCIPLINE CONSIDERATIONS

Using their professional judgment, District employees will consider a variety of factors when administering disciplinary consequences and determining the duration of the consequence, including but not limited to:

- the degree of severity and the effect of the misconduct
- the age and grade level of the student
- the student's demeanor
- the student's disciplinary history
- a disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct to the extent required by state and federal law
- the frequency of the misconduct
- legal requirements

When deciding to order the out-of-school suspension, DAEP placement, or expulsion of a student the District will not consider:

- the student's intent at the time of the misconduct
- self-defense

Discipline is designed to correct student behavior and encourage students to comply with school rules. The District may use any one or a combination of the following strategies or techniques to manage student behavior, prevent or intervene in discipline problems, or address violations of the SCC or campus or classroom rules:

- Verbal correction
- Seating changes
- Parent conferences
- Removal from the classroom
- Contracts to modify student behavior
- Sending the student to the office or other area
- Assignment of school-related tasks or duties
- Other methods and consequences as stated in the SCC
- Calming-down time
- Demerits or rewards
- Confiscation of items
- School probation
- Corporal Punishment
- Transfer to a different classroom
- Loss or restriction of privileges, including transportation privileges, participation or membership in co-curricular or extracurricular activities, and seeking or holding honorary positions
- Counseling

- In-school suspension
- Out-of-school suspension
- Disciplinary Alternative Education Program (DAEP)
- Expulsion
- Consequences identified in co-curricular or extracurricular codes of conduct, constitutions, or by-laws
- Grade reductions
- Detention

GENERAL TYPES OF PROHIBITED CONDUCT

Misconduct identified in the list of prohibited behaviors below will result in the assignment of one or more "Discipline Management Techniques" if the behavior is committed at school, a school-sponsored or school-related activity, or when the District has "Disciplinary Authority" as described in the SCC.

MISCONDUCT INVOLVING OTHERS

- Fighting or scuffling that does not result in physical pain, illness, or any impairment of a physical condition
- Engaging in conduct that can cause bodily injury (*see definitions*) or property damage
- Stealing from others, including the District
- Damaging, destroying, or vandalizing property owned by others or the District
- Marking District property such as textbooks, lockers, furniture, or equipment with graffiti, tagging, or by other means
- Forcing an unwilling person to act or not act or obtaining money or another object of value from an unwilling person through duress, threats, force, extortion, coercion, or blackmail
- Subjecting a student or District employee, official, or volunteer to physical confinement or restraint

- Bullying (*see definitions*)
- Name-calling, ethnic or racial slurs, or derogatory statements that the campus principal or designee reasonably believes could substantially disrupt the school environment or incite violence
- Making false accusations or providing false statements concerning wrongful, unlawful, inappropriate, or illegal conduct alleged to have been committed by another student or District employee, official, or volunteer
- Adding any substance, whether harmful or not, without permission to any food or beverages belonging to, in the possession of, or meant to be consumed by another student or District employee, official, or volunteer
- Engaging in harassment (*see definitions*) toward another student or a District employee, official, or volunteer, including harassment motivated by race, color, religion, national origin, disability, sex, or age
- Engaging in sexual harassment (*see definitions*) or sexual abuse
- Inappropriate verbal (oral or written), physical, or sexual contact toward another student or a District employee, official, or volunteer regardless of whether it is consensual
- Threatening to use or exhibit a firearm
- Engaging in oral or written threats to cause harm or bodily injury (*see definitions*) to another student, a District employee, official, or volunteer, or school property, including threats made using the Internet or other computer resources at school. Students may be disciplined for threats made outside of school, including website or internet postings, if the threat causes a material or substantial disruption at school.
- Sending or posting electronic messages that are abusive, obscene, sexually oriented, harassing, illegal, or that cause a material or substantial disruption at school
- Wrongfully obtaining and using another person's identifying information or personal data without permission in order to mislead, defraud, or deceive
- Hazing (*see definitions*)

POSSESSING,
USING, GIVING,
SELLING, OR BUYING
PROHIBITED ITEMS

- Engaging in physical, sexual, verbal, or emotional abuse as a means to harm, threaten, intimidate, or control another person in a dating relationship
- Matches or a lighter
- Tobacco products
- Fireworks or any other pyrotechnic device
- Smoke or stink bombs
- Laser pointers (unauthorized use)
- Pepper spray or other small chemical dispenser sold commercially for personal protection
- "Look-alike" drugs or items attempted to be passed off as drugs, including non-prescription drugs, medications, or herbal or dietary supplements except as permitted by District policy
- Razor blades, box cutters, or chains
- Knives with a blade 3" or less
- Fake or "look-alike" weapons
- BB gun, air gun, or stun gun
- Ammunition, shells, or bullets
- Material that is sexually-oriented, pornographic, or reveals a person's private body parts
- Material, including published or electronic items, that promotes or encourages illegal behavior or could threaten school safety
- Articles not generally considered to be weapons when the administrator determines that a danger exists or when used in a way that threatens or inflicts bodily injury to another

FAILURE TO FOLLOW
RULES

- CD or DVD players, cassette players, electronic games, MP3 players, stereo head sets, or other electronic equipment for other than approved use
- Using, displaying, or having in operational mode a paging device, cellular telephone, or telecommunications device (*see definitions*) at school during the school day
- Violating dress and grooming criteria
- Being insubordinate or otherwise failing to comply with lawful directives given by school personnel
- Unexcused tardiness to class
- Leaving the campus or school events without permission
- Attempting to or successfully evading, avoiding, or delaying questioning by a District employee
- Violating rules for conduct on school transportation
- Violating rules for operating or parking a motor vehicle on school property
- Violating policies or rules for computer use, Internet access, or other electronic communications or imaging devices
- Violating the District's medications policy regarding prescription and over-the-counter drugs
- Violating other campus or classroom rules for behavior or district policies

OTHER
MISCONDUCT

- Academic dishonesty, including cheating, copying the work of another, plagiarism, or unauthorized collaboration with another person in preparing an assignment
- Using any device to copy or capture an image or the content of any District materials (such as tests or exams) without permission of a teacher or administrator
- Skipping school or class without the District's or parent/guardian's permission
- Using profanity, vulgar language, or obscene gestures

- Making, participating in the making of, transmitting to another via an electronic device, or posting to the Internet a digital video or audio recording of an actual or simulated act that involves conduct prohibited by the Code of Conduct
- Loitering in unauthorized areas
- Falsifying, altering, forging, or destroying school records, passes, other school-related documents, or documents presented to District employees
- Attempting to violate or assisting, encouraging, promoting, or attempting to assist another student in violating the Code of Conduct
- Gambling
- Inappropriate exposure of a student's private body parts which are ordinarily covered by clothing, including through such acts as mooning, streaking, or flashing
- Committing or assisting in a robbery, theft, or burglary that is not punishable as a felony
- Attempting to start or starting a fire on or in any property owned, used, or controlled by a student, the District, or District employees, officials, or volunteers that does not rise to the level of arson or criminal mischief
- Discharging a fire extinguisher, pulling a fire alarm, calling 911, or causing the sprinkler system to activate when there is no smoke, fire, danger, or emergency
- Making or participating in false statements or hoaxes regarding school safety
- Engaging in misbehavior, actions, or demonstrations that substantially disrupt or materially interfere with school activities or that give school officials reasonable cause to believe that such conduct will substantially disrupt the school program or incite violence
- Attempting to or successfully accessing or circumventing passwords or other security-related information of the District, officials, volunteers, employees, or other students by any means

- Attempting to or successfully altering, destroying, interrupting, or disabling District computer equipment, District data, the data of other users of the District's computer system, or other networks connected to the District's system, including uploading or creating computer viruses, worms, or other harmful material

REMOVAL FROM CLASSROOM BY TEACHER

ORDINARY TEACHER REMOVAL

A teacher may send a student to the administrator's office to maintain discipline in the classroom or when the student engages in behavior that violates the SCC. The administrator may use one or more discipline management techniques to address the behavior.

FORMAL TEACHER REMOVAL

A teacher may remove a student from class when:

- The student's behavior has been documented by the teacher as repeatedly interfering with the teacher's ability to teach or with the learning of other students; or
- The behavior is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to teach or with the learning of other students.

A teacher must remove a student from class if the student engages in conduct that requires or permits DAEP placement or expulsion under the Texas Education Code.

PLACEMENT DURING REMOVAL

When a teacher utilizes a formal removal of the student from the classroom, the administrator may place the student in: (1) another appropriate classroom, (2) in-school suspension, (3) out-of-school suspension, or (4) DAEP.

PROCEDURES FOR TEACHER REMOVAL

No later than three school days after a teacher has formally removed a student from class, an administrator will schedule a conference with the administrator, the student's parent/guardian, the student, and the teacher. At the conference, the student will be provided an explanation of the basis for removal and be given an opportunity to respond. After the conference, the administrator will render a discipline decision and inform the student and parent/guardian of the consequences.

RETURN TO THE CLASSROOM

If the teacher removed the student from class because the student engaged in assault resulting in bodily injury, aggravated assault, sexual assault, or aggravated sexual assault against the teacher, the student may not be returned to the teacher's class without the teacher's consent. In other cases where the teacher initiates a formal removal, the student may only be returned to the teacher's class without the teacher's consent if the Placement Review Committee determines that the teacher's class is the best or only alternative.

IN-SCHOOL SUSPENSION (ISS)

REASONS FOR ISS

Students may be placed in ISS for any misconduct listed in any category of the SCC.

PROCEDURE FOR ISS

The student will be informed of the reason for placement in ISS and be given an opportunity to respond before the administrator's decision is final. While in ISS the student will complete assignments from his or her teacher.

OUT-OF-SCHOOL SUSPENSION (OSS)

REASONS FOR OSS

Students may be suspended from school for any misconduct listed in any category of the SCC.

PROCEDURE FOR OSS

The student will be informed of the reason for out-of-school suspension and be given an opportunity to respond before the administrator's decision is final. While the student is suspended, the administrator may place restrictions on the student's participation in school-sponsored or school-related activities. Students may be suspended for a maximum of three school days per behavior violation.

DISCIPLINARY ALTERNATIVE EDUCATION PROGRAM (DAEP)

REASONS FOR MANDATORY DAEP PLACEMENT

School-Related. A student must be placed in DAEP for any of the following misconduct if committed while on school property, within 300 feet of school property as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:

- Engages in conduct punishable as a felony.

- Commits an assault (*see definitions*) resulting in bodily injury (*see definitions*) to another.
- Sells, gives, delivers, possesses, uses, or is under the influence of marijuana, a controlled substance (*see definitions*), a dangerous drug (*see definitions*), or an alcoholic beverage (*see definitions*) in any amount not punishable as a felony. Students will be expelled for the 2nd infraction occurring in the same school year.
- Commits a serious act or offense while under the influence of an alcoholic beverage if the conduct is not punishable as a felony. Students will be expelled for the 2nd infraction occurring in the same school year.
- Engages in an offense relating to abusable *volatile chemicals* (*see definitions*). Students will be expelled for the 2nd infraction occurring in the same school year.
- Engages in public lewdness (*see definitions*).
- Engages in indecent exposure (*see definitions*).
- Possesses or uses a knife with a blade over 3" up to 5 ½".
- Engages in expellable conduct if the student is between six and nine years of age.
- Engages in a federal firearm offense if the student is six years of age or younger.

Off-Campus. A student must be placed in DAEP for the following misconduct while off-campus and not in attendance at a school-sponsored or school-related activity:

- The student receives deferred prosecution for a Title 5 (*see definitions*) felony offense.
- A court or jury finds the student engaged in delinquent conduct for a Title 5 felony offense.
- The administrator reasonably believes that the student engaged in a Title 5 felony offense.

Regardless of Location. A student must be placed in DAEP if the student engages in the following misconduct, regardless of whether the conduct occurred on or off campus:

REASONS FOR
DISCRETIONARY
DAEP PLACEMENT

- Issues a false alarm or report (see *definitions*) or a terroristic threat (see *definitions*) involving a public school. Students will be expelled for the 2nd infraction occurring in the same school year.
- Retaliates (see *definitions*) against any school employee.
- Is involved with a public school fraternity, sorority, secret society, or gang (see *definitions*), including participating as a member or pledge, or soliciting another person to become a member or pledge.
- Engages in criminal mischief if the damage is less than \$1,500 but equal to or greater than \$500.
- Is a registered sex offender (see *definitions*) under court supervision, probation, community supervision, or parole.

Students who are: (1) convicted of continuous sexual abuse of a young child or children; or (2) convicted, receive deferred adjudication or deferred prosecution, been found to have engaged in delinquent conduct or conduct in need of supervision, or been placed on probation for either sexual assault or aggravated sexual assault against another student assigned to the same campus at the time the offense occurred will be placed in DAEP (or JJAEP as appropriate) on the request of the victim's parents if the victim student does not wish to transfer, and there is only one campus serving that grade level. Placement in this circumstance may be for any length of time considered necessary.

School-Related. A student may be placed in DAEP for any of the following misconduct if committed while on school property, within 300 feet of school property as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:

- Possessing, giving, buying, or selling less than a usable amount of stems, seeds, or other pieces of marijuana.
- Possessing, using, selling, buying, or giving paraphernalia (see *definitions*) related to any prohibited substance, including but not limited to marijuana, a controlled substance, a dangerous drug, or an alcoholic beverage.
- Abusing the student's own prescription drug or using it in a way other than prescribed; giving, buying, or selling a prescription drug; possessing, using, or being under the influence of another person's prescription drug.

- Preparing a hit list (*see definitions*).
- Committing any offense included in the list of "General Types of Prohibited Misconduct" in this SCC.
- Engaging in serious (*see definitions*) or persistent (*see definitions*) misbehavior that violates this SCC.

Off-Campus. A student may be placed in DAEP for engaging in the following misconduct while off-campus and not in attendance at a school-sponsored or school-related activity:

- The administrator reasonably believes the student engaged in conduct punishable as a felony (other than a Title 5 felony), and the student's continued presence in the regular classroom is a threat to the safety of others or is detrimental to the educational process.
- Off-campus conduct for which DAEP placement is required by state law when the administrator does not learn of the conduct until more than a year passes after the conduct occurred.

Regardless of Location. A student may be placed in DAEP if the student engages in the following misconduct, regardless of whether the conduct occurred on or off campus:

- If the student is a registered sex offender (*see definitions*) who is not under any form of court supervision. A registered sex offender who is not under any form of court supervision will be placed in regular classes if the student is not a threat to the safety of others, is not detrimental to the educational process, and such placement is not contrary to the best interests of the District's students.
- Engages in criminal mischief if the damage is less than \$500.

An administrator may order an emergency DAEP placement if the student has been so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to teach the class, the learning of other students, or the operation of a school-related or a school-sponsored activity. The reason for emergency placement must also be a reason for which DAEP placement could be ordered on a non-emergency basis. At the time of the emergency placement, the student will be told the reason for the action.

No later than the tenth day after the date of emergency DAEP placement, the student will be given a conference as required for regular placement in DAEP; see below.

Conference. No later than three school days after the student is removed from class, the administrator will schedule a conference with the administrator, the student's parent/guardian, and the student. The District may conduct the conference and make a discipline decision regardless of whether the student or the student's parent/guardian attends if the District made reasonable attempts to have them attend.

At the conference, the administrator will explain the allegations against the student, inform the student of the basis for the proposed DAEP placement, and give the student an opportunity to explain his or her version of the incident.

If during the term of DAEP placement the student engages in additional misconduct, additional conferences may be conducted and additional discipline may be imposed.

Interim Placement. Until a placement conference can be held, the student may be placed in another appropriate classroom, in-school suspension, or out-of-school suspension. The student may not be returned to the regular classroom pending the placement conference.

DAEP Placement Order. If the outcome of the conference is to place the student in DAEP, the administrator will issue a DAEP placement order. If the length of placement differs from the guidelines included in the SCC, the DAEP placement order will give notice of the inconsistency.

A copy of the DAEP placement order will be sent to the student and the student's parent/guardian. For those students placed in DAEP for a reason identified in the Texas Education Code, the District will also send the juvenile court a copy of the DAEP placement order no later than the second business day after the placement conference. A copy of the DAEP placement order will be included with any records sent to a school where the student seeks to enroll. The enrolling school district has discretion to enforce the DAEP placement order.

The length of a student's placement in DAEP will be determined on a case-by-case basis using the criteria identified in the "Discipline Considerations" section of this SCC. All DAEP placements will result in placement for up to one calendar year. The length of DAEP placement may not exceed one year unless, after review, the District determines that (1) the student is a safety threat, or (2) extended placement is in the best interest of the student.

In order for a day to count toward the DAEP assignment, the student must be present for the entire day, arrive on time, complete all assignments, follow all rules, and engage in no additional violations of the SCC.

PARTICULAR RULES
FOR REGISTERED SEX
OFFENDERS

Students placed in DAEP at the end of one school year may be required to complete the assigned term at the beginning of the next school year. For DAEP placement to extend beyond the end of the school year, the administrator must determine that: (1) the student's presence in the regular classroom or campus presents a danger of physical harm to the student or others; or (2) the student has engaged in serious or persistent misbehavior (see definitions) that *violates the SCC*.

If the DAEP placement extends beyond 60 days or the end of the next grading period, whichever is sooner, the student or the student's parent/guardian may participate in a proceeding before the Board or Board's designee as provided in policy FNG (LOCAL). Any decision of the Board is final and may not be appealed.

The general SCC rules for DAEP placement apply to registered student sex offenders (*see definitions*) except as modified in this section.

Placement. Registered sex offenders will be placed in a Juvenile Justice Alternative Education Program (JJAEP) in lieu of DAEP if: (1) ordered to attend JJAEP by a court, or (2) if permitted by agreement between the District and the JJAEP.

Length of Placement. Registered sex offenders under court supervision will be placed in DAEP for a minimum of minimum of at least one school semester school days, which is the equivalent of one semester.

Registered sex offenders who are not under any form of court supervision but are assigned to DAEP must serve a minimum of minimum of at least one school semester school days, which is the equivalent of one semester.

Transfers. Registered sex offenders (whether under court supervision or not) that transfer into the District will be required to complete the DAEP assignment assessed by the previous school district, but will receive credit for any time already spent in DAEP.

In making a decision regarding the placement of a registered sex offender that transfers into the District, the District will consider the recommendation of the review committee as described in the "Periodic Review for Sex Offenders" section described below.

Periodic Review for Registered Sex Offenders. After 78-88 school days in DAEP, a review committee will determine by majority vote and recommend to the Superintendent of Schools whether the student should remain in DAEP or be returned to the regular classroom. The Superintendent of Schools will follow the committee's decision to return the student to the regular classroom unless the student's presence in the regular classroom is a threat to the safety of others, is detrimental to the educational process, or is not in the best interests of the District's students. Conversely, the Superintendent of Schools will follow the committee's decision to continue the student's placement in DAEP unless the student's presence in the regular classroom is not a threat to the safety of others, is not detrimental to the educational process, or is not contrary to the best interests of the District's students.

If the student remains in DAEP, the review committee will re-consider the student's placement before the beginning of the next school year.

Appeals for Registered Sex Offenders. DAEP placement may be appealed as described in District policy FNG or FOC. However, the appeal is limited to the factual question of whether the student is required to register as a sex offender under the law. A decision of the district's Board of Trustees is final and may not be appealed.

No Participation in Activities While in DAEP. Students placed in DAEP for any mandatory or discretionary reasons are not allowed to attend or participate in school-sponsored or school-related extracurricular or co-curricular activities during the period of DAEP placement. This restriction applies until the student fulfills the DAEP assignment at this or another school district.

Impact on Graduation. For graduating seniors who are in DAEP during the last week of school, the DAEP placement will continue through graduation, and the student will not be allowed to participate in commencement exercises and related graduation activities.

Transportation. A student placed in DAEP will not be provided transportation unless he or she is a student with a disability who has transportation designated as a related service in the student's IEP.

Periodic Review. The District will review a student's DAEP placement and academic status every 120 calendar days. In the case of a high school student, the student's progress toward graduation will be reviewed and a graduation plan will be established. At the review, the student or the parent/guardian will have an opportunity to present reasons for the student's return to the regular classroom or campus. The student may not be returned to the classroom of a teacher who removed the student without that teacher's consent.

Effect of Student Withdrawal. When a student withdraws from school before a DAEP placement order is completed, the District may complete the proceedings and issue a DAEP placement order. If the student re-enrolls in the District during the same or subsequent school year, the District may enforce the DAEP placement order at that time, minus any portion of the placement that was served by the student during enrollment in another district.

If the administrator does not issue a DAEP placement order after the student withdraws, the next district in which the student enrolls may complete the proceedings and issue a DAEP placement order.

Student Transfers. Students assigned to DAEP in another Texas district, a Texas open-enrollment charter school, or an out-of-state school district at the time of enrollment into the District will be placed into the District's DAEP to complete the term of their DAEP placement. In order to continue an out-of-state DAEP placement, the basis for the DAEP placement must also be a reason for DAEP placement in the enrolling district. If the out-of-state DAEP placement period exceeds one year, the District will reduce the period of placement so that the total placement does not exceed one year unless the District determines that the student is a threat to the safety of others or extended placement is in the best interests of the student.

Criminal Proceedings. The review and appeal process described below does not apply if the student was placed in DAEP as required by law for conduct occurring on or within 300 feet of school property, at a school-sponsored or school-related activity, or for a false alarm or report or terroristic threat involving a public school.

If the District receives notice that prosecution of a student's case was refused and no formal proceedings, deferred adjudication, or deferred prosecution will be initiated or a court or jury found the student not guilty or did not engage in delinquent conduct or conduct indicating a need for supervision and dismissed the student's case with prejudice, the District will review the student's DAEP placement and will schedule a review with the student's parent/guardian no later than the third day after receiving notice. The student will not be returned to the regular classroom before the review. After reviewing the notice and receiving information from the student's parent/guardian, the administrator may only continue the student's DAEP placement if the administration has reason to believe the student's presence in the regular classroom threatens the safety of others.

The administrator's decision may be appealed to the Board. In the event of an appeal, at the next scheduled meeting the Board will: (1) review the notice, (2) hear statements from the student, the student's parent/guardian, and the administrator, and (3) confirm or reverse the decision of the administrator.

If the Board confirms the decision of the administrator, the student and the student's parent/guardian have the right to appeal to the Commissioner of Education. The student may not be returned to the regular classroom while the appeal is pending.

EXPULSION

REASONS FOR MANDATORY EXPULSION

School-Related. A student must be expelled for any of the following misconduct that occurs on school property or while attending a school-sponsored or school-related activity on or off school property:

- Brings to school a firearm, as defined by federal law (*see definitions*).
- Uses, exhibits, or possesses the following items, as defined by state law: (1) a firearm, (2) an illegal knife, (3) a club, or (4) a prohibited weapon. (*see definitions*)
- Engages in the following misconduct as defined in the Texas Penal Code: (1) aggravated assault, (2) sexual assault, (3) aggravated sexual assault, (4) arson, (5) murder, (6) capital murder, (7) criminal attempt to commit murder or capital murder, (8) indecency with a child, (9) aggravated kidnapping, (10) aggravated robbery, (11) manslaughter, (12) criminally negligent homicide, or (13) continuous sexual abuse of a young child or children.
- Sells, gives, delivers, possesses, uses, or is under the influence of marijuana, a controlled substance (*see definitions*), a dangerous drug (*see definitions*), or an alcoholic beverage (*see definitions*) if the behavior is punishable as a felony.
- Commits a serious act or offense while under the influence of an alcoholic beverage if the behavior is punishable as a felony.

A student will also be expelled for any of the following offenses that occur on school property, within 300 feet of school property as measured from any point on the District's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:

- Sells, gives, delivers, possesses, uses, or is under the influence of any amount of marijuana, a controlled substance, dangerous drug, or alcoholic beverage, if it is the 2nd infraction in the same school year and the conduct is not punishable as a felony.
- Commits a serious act while under the influence of an alcoholic beverage if it is the 2nd infraction in the same school year and the conduct is not punishable as a felony.
- Engages in misconduct that contains the elements of an offense relating to abusable *volatile chemicals* (see definitions) if it is the 2nd infraction in the same school year.

Regardless of Location. A student must be expelled if the student engages in the following misconduct, regardless of whether the conduct occurred on or off campus:

- Retaliates against a school employee or volunteer by committing a state-mandated expellable offense.
- Issues a false alarm or report (see *definitions*) or a terroristic threat (see *definitions*) involving a public school for the 2nd time in the same school year.

School-Related. A student may be expelled for any of the following offenses that occur on school property, within 300 feet of school property as measured from any point on the District's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:

- Commits an assault (see *definitions*) resulting in bodily injury to a school employee or volunteer.
- Engages in deadly conduct (see *definitions*).
- Engages in serious (see *definitions*) or persistent (see *definitions*) misbehavior that violates this SCC while the student is placed in DAEP.

Three Hundred Feet. Additionally, a student may be expelled for any of the following offenses that occur within 300 feet of school property as measured from any point on the District's real property boundary line:

- Possesses a firearm, as defined by federal law (see *definitions*).
- Uses, exhibits, or possesses the following items, as defined by state law: (1) a firearm, (2) an illegal knife, (3) a club, or (4) a prohibited weapon. (see *definitions*)

- Engages in the following misconduct as defined in the Texas Penal Code: (1) aggravated assault, (2) sexual assault, (3) aggravated sexual assault, (4) arson, (5) murder, (6) capital murder, (7) criminal attempt to commit murder or capital murder, (8) indecency with a child, (9) aggravated kidnapping, (10) aggravated robbery, (11) manslaughter, (12) criminally negligent homicide, or (13) continuous sexual abuse of a young child or children.

Regardless of Location. A student may be expelled if the student engages in the following misconduct, regardless of whether the conduct occurred on or off campus:

- Commits aggravated assault, sexual assault, aggravated sexual assault, murder, capital murder, criminal attempt to commit murder or capital murder, or aggravated robbery against another student.
- Retaliates against a school employee or volunteer by committing an assault (*see definitions*) resulting in bodily injury.
- Engages in criminal mischief if the damage is \$1,500 or more.
- Commits a state-mandated expellable offense on the school property of another Texas school district or while attending a school-sponsored or school-related activity of another Texas school district.

Title 5 Felonies Regardless of Location. In addition to the expellable conduct listed above, a student may also be expelled and placed in Juvenile Justice Alternative Education Program if the student:

- is arrested for a Title 5 felony offense (*see definitions*),
- is charged with engaging in a Title 5 felony offense,
- received deferred adjudication or deferred prosecution for a Title 5 felony offense,
- is on probation for a Title 5 felony offense,
- was found by a court or jury to have engaged in delinquent conduct for a Title 5 felony offense,
- has been referred to a juvenile court for delinquent conduct based on a Title 5 felony offense, or
- was convicted of a Title 5 felony offense;

EMERGENCY
EXPULSIONPROCEDURE FOR
EXPULSION

and the administrator determines the student's presence in the regular classroom either threatens the safety of other students or teachers, is detrimental to the educational process, or is not in the best interests of the District's students.

In this circumstance, expulsion to an alternative setting may be ordered regardless of: (1) the date on which the conduct occurred, (2) the location at which the conduct occurred, (3) whether the student was enrolled in the District at the time the conduct occurred, or (4) whether the student successfully completed any court disposition requirements regarding the conduct.

A student may be subject to an expulsion under this circumstance until: (1) the student graduates from high school, (2) the charges are dismissed or reduced to a misdemeanor, (3) the student completes the term of the placement, or (4) the District assigns the student to a another program. The student will be entitled to the same periodic review afforded to other students in alternate settings. An expulsion ordered in this case is final and may not be appealed beyond the Board of Trustees.

An administrator may order the immediate expulsion of a student if the administrator reasonably believes the emergency expulsion is necessary to protect persons or property from imminent harm. The reason for the emergency expulsion must also be a reason for which expulsion could be ordered on a non-emergency basis. At the time of the emergency expulsion, the student will be told the reason for the action. No later than the tenth day after the date of emergency expulsion, the student will be given a hearing as required for a regular expulsion; see below.

Hearing. Students alleged to have committed an expellable offense will receive a hearing before the Superintendent of Schools or a designee within a reasonable time following the alleged misconduct. The student's parent/guardian will be informed of the basis for the proposed expulsion and be invited in writing to attend the hearing. After making an effort to inform the student and parent/guardian of the hearing, the District may hold the hearing regardless of whether the student or the student's parent/guardian attends. At the hearing, the student is entitled to:

- Representation by an adult, including the student's parent/guardian, who can provide guidance to the student and who is not an employee of the District;
- An opportunity to question the District's witnesses; and
- An opportunity to testify and to review and present evidence and witnesses in the student's defense.

LENGTH OF EXPULSION

Additional proceedings may be conducted and additional discipline may be imposed if the student engages in additional misconduct while the student is already expelled.

Interim Placement. Until an expulsion hearing can be held, the student may be placed in another appropriate classroom, in-school suspension, or out-of-school suspension.

Expulsion Order. If the outcome of the expulsion hearing is that the student will be expelled, the appropriate administrator will issue an expulsion order and provide a copy to the student and the student's parent/guardian. If the duration of the expulsion differs from the guidelines in the SCC, the expulsion order will give notice of the inconsistency.

The District will send a copy of the expulsion order to the juvenile court no later than the second business day after the expulsion hearing. A copy of the expulsion order will be included with any records sent to a school where the student seeks to enroll. The enrolling school district has discretion to enforce the expulsion order.

The duration of the expulsion will be determined on a case-by-case basis using the criteria identified in the "Discipline Considerations" section of this SCC. Both mandatory and discretionary expulsions will result in expulsion for up to one school year. Students who bring a firearm (as defined by federal law) to school will be expelled from the regular classroom for at least one calendar year except as modified by the administrator on a case-by-case basis.

An expulsion will not exceed one calendar year unless, after review, the District determines that: (1) the student is a threat to the safety of other students or to District employees; or (2) extended expulsion is in the best interest of the student.

Students expelled at the end of one school year may be required to complete the term of their expulsion at the beginning of the next school year.

Academic Impact. Students will not receive academic credit for work missed during the period of expulsion unless the student is enrolled in a Juvenile Justice Alternative Education Program (JJAEP) or other District-approved program or as required by IDEA or Section 504.

Participation in Activities. Expelled students are prohibited from being on school grounds or attending or participating in school-sponsored or school-related activities while expelled.

OTHER EXPULSION ISSUES

Age Restrictions. Students under the age of ten that engage in expellable behavior will not be expelled, but will be placed in DAEP.

Effect of Student Withdrawal. If a student withdraws from the District before the expulsion hearing is conducted, the District may proceed with conducting the hearing after sending written notice to the parent/guardian and student. If the student re-enrolls during the same or subsequent school year the District may enforce the expulsion order at that time; students will be credited for any expulsion period that was served by the student while enrolled in another district.

If the administrator does not issue an expulsion order after the student withdraws, the next district in which the student enrolls may complete the proceedings and issue an expulsion order.

Student Transfers. The District will continue the expulsion of students expelled from either another Texas school district or from an out-of-state school district for behavior that is also a reason for expulsion in the enrolling district, until the term of expulsion has been served. If the out-of-state expulsion exceeds one year, the District will reduce the period of the expulsion so that the total expulsion does not exceed one year unless the District determines that the student is a threat to the safety of others or extended placement is in the best interest of the student.

An expelled student may appeal the expulsion decision to the Board of Trustees as provided by policy. The student or student's parent/guardian must submit a written appeal to the Superintendent within seven days after receipt of the expulsion order or decision. The Superintendent will give the student or the student's parent/guardian written notice of the date, time, and location of the meeting at which the Board will review the decision. Consequences will not be delayed pending the outcome of the appeal.

A more detailed explanation of the expulsion appeal process is contained in District policy FOD (LOCAL). A copy of the appropriate policy is available at the campus or central administration office or online at <http://www.lagovistaisd.net>

DEFINITIONS

ABUSABLE VOLATILE CHEMICALS: Those substances as defined in Texas Health and Safety Code § 485.001.

ALCOHOLIC BEVERAGE: Those substances as defined in Texas Alcoholic Beverage Code § 1.04.

ARMOR-PIERCING AMMUNITION: Handgun ammunition that is designed primarily for the purpose of penetrating metal or body armor and to be used primarily in pistols and revolvers.

ASSAULT: For student discipline purposes, intentionally, knowingly, or recklessly causing bodily injury to another.

BODILY INJURY: Physical pain, illness, or impairment of a physical condition.

BULLYING: Written or verbal expression or physical conduct that (1) has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property; or (2) is sufficiently severe, persistent, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student.

CHEMICAL DISPENSING DEVICE: A device other than a small chemical dispenser sold commercially for personal protection, that is designed, made, or adapted for the purpose of dispensing a substance capable of causing an adverse psychological or physiological effect on an individual.

CLUB: An instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with the instrument, including a blackjack, nightstick, mace, and tomahawk.

CONTROLLED SUBSTANCE: Substances as defined in Chapter 481 of the Texas Health & Safety Code or 21 U.S.C. § 801 et seq.

DANGEROUS DRUG: Substances as defined in Chapter 483 of the Texas Health and Safety Code.

DEADLY CONDUCT: Recklessly engaging in conduct that places another in imminent danger of serious bodily injury or by knowingly discharging a firearm in the direction of an individual, habitation, building, or vehicle.

EXPLOSIVE WEAPON: Any explosive or incendiary bomb, grenade, rocket, or mine that is designed, made, or adapted for the purpose of inflicting serious bodily injury, death, or substantial property damage, or for the principal purpose of causing such a loud report as to cause undue public alarm or terror. It includes a device designed, made or adapted for delivery or shooting an explosive weapon.

FALSE ALARM OR REPORT: Knowingly initiating, communicating, or circulating a report of a present, past, or future bombing, fire, offense, or other emergency that is known to be false or baseless and that would ordinarily: (1) cause action by an official or volunteer agency organized to deal with emergencies; (2) place a person in fear of imminent serious bodily injury; or (3) prevent or interrupt the occupation of a building, room, or place of assembly.

FIREARM (Federal law): (1) any weapon, including a starter gun, that will, is designed to, or may readily be converted to expel a projectile by the action of an explosive; (2) the frame or receiver of any such weapon; (3) any firearm muffler or firearm weapon; or (4) any destructive device, such as any explosive, incendiary or poison gas bomb, or grenade.

FIREARM (State law): Any device designed, made, or adapted to expel a projectile through a barrel by using the energy generated by an explosion or burning substance or any device readily convertible to that use.

FIREARM SILENCER: Any device designed, made, or adapted to muffle the report of a firearm.

GANG: An organization, combination, or association of persons composed wholly or in part of students that: (1) seeks to perpetuate itself by taking in additional members on the basis of the decision of the membership rather than on the free choice of the individual, or (2) that engages in illegal and/or violent activities. In identifying gangs and associated gang attire, signs, or symbols, the District will consult with law enforcement authorities.

GRAFFITI: Making marks of any kind on the tangible property of another without the effective consent of the owner.

HARASSMENT: Threatening to cause harm or bodily injury to another, engaging in sexually intimidating conduct, causing physical damage to the property of another, subjecting another to physical confinement or restraint, maliciously taking any action that substantially harms another's physical or emotional health or safety, or other conduct prohibited by District policy.

HAZING: Any act, occurring on or off the campus, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purposes of pledging, initiation into, affiliation with, holding office in, or maintaining membership in an organization. Consent to or acquiescence in the hazing activity does not excuse the student of responsibility for the misconduct.

HIT LIST: List of people targeted to be harmed using a firearm, knife, or any other object to be used with intent to cause bodily harm.

ILLEGAL KNIFE: A knife with a blade over 5 ½ inches; hand instrument designed to cut or stab another by being thrown; dagger, including but not limited to a dirk, stiletto, and poniard; bowie knife; sword; or spear.

INDECENT EXPOSURE: Those acts defined in Texas Penal Code section 21.08.

KNIFE: A bladed hand instrument that is capable of inflicting serious bodily injury or death by cutting or stabbing.

KNUCKLES: Any instrument consisting of finger rings or guards made of a hard substance that is designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with a fist enclosed in the knuckles.

MACHINE GUN: Any firearm capable of shooting more than two shots automatically, without manual reloading, by a single function of the trigger.

PARAPHERNALIA: Any article or device used or intended for use to inject, ingest, inhale, or otherwise introduce marijuana, a controlled substance, or a dangerous drug into the human body, including but not limited to roach clips, rolling papers, needles, baggies with residue, razor blades, or pipes.

PERSISTENT: Three or more violations of the SCC or repeated occurrences of the same violation.

POSSESSION: To have in or on: (1) a student's person or in the student's personal property, such as the student's clothing, purse, or backpack; (2) in any vehicle used by the student for transportation to or from school or school-related activities, such as an automobile, truck, motorcycle, or bicycle; or (3) any other school property used by the student, such as a locker or desk; regardless of the student's knowledge or intent to possess the item.

PROHIBITED WEAPONS: A prohibited weapon includes the following items: armor-piercing ammunition, chemical dispensing device, explosive weapon, firearm silencer, knuckles, machine gun, short-barrel firearm, switchblade knife, or zip gun.

PUBLIC LEWDNESS: Those acts defined in Texas Penal Code § 21.07.

REASONABLE BELIEF: A determination that misconduct occurred made by the administrator using all available factual and legal information, including information furnished under Article 15.27 of the Code of Criminal Procedure.

RETALIATION: Harming or threatening to harm another: (1) on account of their service as a District employee or volunteer, (2) to prevent or delay another's service to the District, or (3) because the person intends to report a crime.

SELF-DEFENSE: When the person who is not the aggressor in an encounter uses the minimum force required to remove himself or herself from immediate danger of harm. Actions that escalate or continue the encounter will not be considered self-defense.

SERIOUS: Any misconduct identified as being punishable with placement in DAEP or expulsion.

SEX OFFENDER: A student required to register as a sex offender under Chapter 62 of the Code of Criminal Procedure for an offense committed on or after September 1, 2007. The term does not include a student who: (1) is no longer required to register as a sex offender under Chapter 62, (2) is exempt from registering as a sex offender under Chapter 62, or (3) receives an early termination of the obligation to register as a sex offender under Chapter 62.

SEXUAL HARASSMENT: Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature that has the purpose or effect of unreasonably interfering with a student's performance or creates an intimidating, hostile, or offensive educational environment.

SHORT-BARREL FIREARM: A rifle with a barrel length of less than 16 inches or a shotgun with a barrel length of less than 18 inches, or any weapon made from a rifle or shotgun if, as altered, has an overall length of less than 26 inches.

SWITCHBLADE KNIFE: Any knife with a blade that folds, closes, or retracts into the handle or sheath and that opens automatically by pressing a button or other device located on the handle or opens or releases a blade from the handle or sheath by the force of gravity or centrifugal force.

TELECOMMUNICATIONS DEVICE: Any type of device that: (1) emits an audible signal, vibrates, displays a message, or otherwise summons or delivers a communication to the possessor, or (2) permits the recording, transmission, and/or receipt of messages, voices, images, or information in any format or media, electronic or otherwise. It does not include an amateur radio under control of someone with an amateur radio license.

TERRORISTIC THREAT: Threats to commit any offense involving violence to any person or property with intent to: (1) cause a reaction by an official or volunteer agency organized to deal with emergencies; (2) place any person in fear of imminent serious bodily injury; (3) prevent or interrupt the occupation or use of a building, room, place of assembly, place to which the public has access, place of employment or occupation, aircraft, automobile, or other form of conveyance, or other public place; (4) cause impairment or interruption of public communications, public transportation, public water, gas, or power supply or other public service; (5) place the public or a substantial group of the public in fear of serious bodily injury; or (6) influence the conduct or activities of a branch or agency of the federal government, the state, or a political subdivision of the state (including the District).

TITLE 5 FELONY OFFENSES: Offenses against the person that, depending on the circumstances, may include murder; capital murder; manslaughter; criminally negligent homicide; unlawful restraint; kidnapping; aggravated kidnapping; trafficking of persons; unlawful transport; assault; aggravated assault; sexual assault; aggravated sexual assault; improper relationship between educator and student; indecency with a child; injury to a child, an elderly person, or a disabled person; abandoning or endangering a child; improper photography or visual recording; coercing, soliciting, or inducing gang membership; deadly conduct; terroristic threat; aiding a person to commit suicide; harassment by a person in a correctional facility; continuous sexual abuse of a young child or children; and tampering with a consumer product.

UNDER THE INFLUENCE: When in the employee's professional judgment, the student does not have the normal use of mental or physical faculties likely attributable to the student's use of a prohibited substance. Such impairment may be evidenced by the symptoms typically associated with drug or alcohol use or other abnormal or erratic behavior. The student need not be legally intoxicated.

USE: With respect to substances, voluntarily injecting, ingesting, inhaling, or otherwise introducing a prohibited substance into the body. With respect to objects or devices, putting into action or service or carrying out an action or purpose with the object or device.

ZIP GUN: A device or combination of devices that was not originally a firearm and is adapted to expel a projectile through a smooth-bore or rifled-bore barrel by using the energy generated by an explosion or burning substance.

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LAGO VISTA ISD

STUDENT HANDBOOK

2008-2009

NOTICES TO PARENTS

Statement of Nondiscrimination

In its efforts to promote nondiscrimination, Lago Vista ISD does not discriminate on the basis of race, religion, color, national origin, gender, sex, or disability in providing education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

The following district staff members have been designated to coordinate compliance with these legal requirements:

- Title IX Coordinator, for concerns regarding discrimination on the basis of sex: Dr. Barbara Qualls, Superintendent of Schools
- Section 504 Coordinator, for concerns regarding discrimination on the basis of disability: Dr. Sandra Apperley, Assistant Superintendent of Schools.
- All other concerns regarding discrimination: See the superintendent Dr. Barbara Qualls.

Asbestos Management Plan

The district's Asbestos Management Plan, designed to be in compliance with state and federal regulations addressing asbestos, is available in the LVISD maintenance office. If you have any questions, please contact Mark Beall, Director of Maintenance.

Pest Management Plan

The district applies only pest control products that comply with state and federal guidelines. Except in an emergency, signs will be posted 48 hours before application. Parents who want to be notified prior to pesticide application inside their child's school assignment area may contact campus principals.

Additional Notices

Other important notices in the Student Handbook cover the following topics:

- Student participation in a survey, analysis, or evaluation;
- Opting out of surveys and data collection activities;
- Requesting the professional qualifications of teachers and staff;

- Requesting a transfer of your child to a safe public school;
- Assistance to students who have learning difficulties;
- Student records;
- Bacterial meningitis;
- Career and technology programs;
- Homeless students; and
- School lunch programs.

Please take some time to review these notices and other important information contained in the Student Handbook.

Consent/Opt-Out Form

Dear Parent:

The district is required by federal law to notify you and obtain your consent for or denial of (opt-out) for your child’s participation in certain school activities. The activities include any student survey, analysis, or evaluation, known as “protected information survey” that concerns one or more of the following eight areas:

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sexual behavior or attitudes;
4. Illegal, antisocial, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom the student has a close family relationship;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility or to receive financial assistance under such a program.

This notice and consent/opt-out requirement also applies to the collection, disclosure, or use of student information for marketing purposes (“marketing surveys”), and to certain physical exams and screenings.

At any time the LVISD determines a need to administer such a survey to students, a notice would be sent home to parents seeking approval prior to student participation in the survey. Parents would have the option to have their students opt out of any surveys of the above mentioned type.

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PREFACE

To Students and Parents:

Welcome to school year 2008–2009! Education is a team effort, and we know that students, parents, teachers, and other staff members all working together can make this a wonderfully successful year for our students.

The Lago Vista Independent School District Student Handbook is designed to provide a resource for some of the basic information that you and your child will need during the school year. In an effort to make it easier to use, the handbook is divided into two sections:

Section I—REQUIRED NOTICES AND INFORMATION FOR PARENTS—with notices that the district must provide to all parents, as well as other information to assist you in responding to school-related issues. We encourage you to take some time to closely review this section of the handbook; and

Section II—INFORMATION FOR STUDENTS AND PARENTS—organized alphabetically by topic for quick access when searching for information on a specific issue.

Please be aware that the term “the student’s parent” is used to refer to the parent, legal guardian, or any other person who has agreed to assume school-related responsibility for a student.

Both students and parents should become familiar with the *Lago Vista ISD Student Code of Conduct*, which is a document adopted by the board and intended to promote school safety and an atmosphere for learning. That document may be found as an attachment to this document and posted at the district website www.lagovistaisd.net or in campus offices.

The Student Handbook is designed to be in harmony with board policy and the *Student Code of Conduct*. Please be aware that the handbook is updated yearly, while policy adoption and revision may occur throughout the year. Changes in policy or other rules that affect Student Handbook provisions will be made available to students and parents through newsletters and other communications.

In case of conflict between board policy or the *Student Code of Conduct* and any provisions of the Student Handbook, the provisions of board policy or the *Student Code of Conduct* that were most recently adopted by the board are to be followed.

After reading through the entire handbook with your child, keep it as a reference during this school year. If you or your child has questions about any of the material in this handbook, please contact a teacher, counselor or principal.

Also, please complete and return to your child’s campus the following required forms:

1. Parental Acknowledgment Form (to be completed on student enrollment form);
2. Student Directory Information Form;
3. Release of Information to Military Recruiters and Institutions of Higher Learning Forms; and
4. Acceptable Use of Computers and Networks (to be completed on student enrollment form).

[See **Obtaining Information and Protecting Student Rights** on page 4 and **Directory Information** on page 11 for more information.]

Please note that references to policy codes are included so that parents can refer to current board policy. A copy of the district's policy manual is available for review in the school office or online at www.lagovistaisd.net.

SECTION I: REQUIRED NOTICES AND INFORMATION FOR PARENTS

This section of the Lago Vista ISD Student Handbook includes several notices that the district is required to provide to you, as well as other information on topics of particular interest to you as a parent.

STATEMENT OF NONDISCRIMINATION

In its efforts to promote nondiscrimination, Lago Vista ISD does not discriminate on the basis of race, religion, color, national origin, gender, sex, or disability in providing education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

The following district staff members have been designated to coordinate compliance with these legal requirements:

- Title IX Coordinator, for concerns regarding discrimination on the basis of sex: Dr. Barbara Qualls, Superintendent of Schools, 267-8300.
- Section 504 Coordinator, for concerns regarding discrimination on the basis of disability: Dr. Sandra Apperley, Assistant Superintendent of Schools, 267-8300.
- All other concerns regarding discrimination: See the superintendent Dr. Barbara Qualls.

PARENTAL INVOLVEMENT

Working Together

Both experience and research tell us that a child's education succeeds best when there is good communication and a strong partnership between home and school. Your involvement in this partnership may include:

- Encouraging your child to put a high priority on education and working with your child on a daily basis to make the most of the educational opportunities the school provides.
- Ensuring that your child completes all homework assignments and special projects and comes to school each day prepared, rested, and ready to learn.

- Becoming familiar with all of your child’s school activities and with the academic programs, including special programs, offered in the district.
- Discussing with the counselor or principal any questions you may have about the options and opportunities available to your child.
- Reviewing the requirements of the graduation programs with your child, if your child is entering ninth grade.
- Monitoring your child’s academic progress and contacting teachers as needed. [See **Academic Counseling** on page 22 and **Academic Programs** on page 17.]
- Attending scheduled conferences and requesting additional conferences as needed. To schedule a telephone or in-person conference with a teacher, counselor, or principal, please call the school office for an appointment. The teacher will usually return your call or meet with you during his or her conference period or before or after school. [See **Report Cards/Progress Reports and Conferences** on page 41.]
- Becoming a school volunteer. [For further information, see policies at GKG and contact the school office.]
- Participating in campus parent organizations. Parent organizations include: LVHS Parent Teacher Student Organization, LVMS Parent Teacher Organization and LVES Parent Teacher Association.
- Serving as a parent representative on the district-level or campus-level planning committees, assisting in the development of educational goals and plans to improve student achievement. For further information, see policies at BQA and BQB, and contact the campus principal or superintendent.
- Serving on the School Health Advisory Council, assisting the district in ensuring local community values are reflected in health education instruction. [See policies at BDF, EHAA, FFA, and information in this handbook at **School Health Advisory Council** on page 33.]
- Attending board meetings to learn more about district operations. [See policies at BE and BED for more information.]

PARENTAL RIGHTS

Obtaining Information and Protecting Student Rights

Your child will not be required to participate without parental consent in any survey, analysis, or evaluation—funded in whole or in part by the U.S. Department of Education—that concerns:

- Political affiliations or beliefs of the student or the student’s parent.
- Mental or psychological problems of the student or the student’s family.
- Sexual behavior or attitudes.
- Illegal, antisocial, self-incriminating, or demeaning behavior.
- Critical appraisals of individuals with whom the student has a close family relationship.
- Relationships privileged under law, such as relationships with lawyers, physicians, and ministers.
- Religious practices, affiliations, or beliefs of the student or parents.
- Income, except when the information is required by law and will be used to determine the student’s eligibility to participate in a special program or to receive financial assistance under such a program.

You will be able to inspect the survey or other instrument and any instructional materials used in connection with such a survey, analysis, or evaluation. [For further information, see policy EF(LEGAL).]

“Opting Out” of Surveys and Activities

As a parent, you have a right to receive notice of and deny permission for your child’s participation in:

- Any survey concerning the private information listed above, regardless of funding.
- School activities involving the collection, disclosure, or use of personal information gathered from your child for the purpose of marketing or selling that information.
- Any nonemergency, invasive physical examination or screening required as a condition of attendance, administered and scheduled by the school in advance and not necessary to protect the immediate health and safety of the student. Exceptions are hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under state law. [See policies EF and FFAA.]

Displaying a Student's Artwork and Projects

As a parent, you have a right to provide consent before the district can display your child's artwork, special projects, photographs taken by your child, and the like on the district's Web site, in printed material, by video, or by any other method of mass communication.

Requesting Professional Qualifications of Teachers and Staff

You may request information regarding the professional qualifications of your child's teachers, including whether a teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction; whether the teacher has an emergency permit or other provisional status for which state requirements have been waived; and undergraduate and graduate degree majors, graduate certifications, and the field of study of the certification or degree. You also have the right to request information about the qualifications of any paraprofessional who may provide services to your child.

Reviewing Instructional Materials

As a parent, you have a right to review teaching materials, textbooks, and other teaching aids and instructional materials used in the curriculum, and to examine tests that have been administered to your child.

Inspecting Surveys

As a parent, you may inspect a survey created by a third party before the survey is administered or distributed to your child.

Accessing Student Records

You may review your child's student records. These records include:

- Attendance records,
- Test scores,
- Grades,
- Disciplinary records,
- Counseling records,
- Psychological records,

- Applications for admission,
- Health and immunization information,
- Other medical records,
- Teacher and counselor evaluations,
- Reports of behavioral patterns, and
- State assessment instruments that have been administered to your child.

[See **Student Records** on page 10.]

Granting Permission to Video or Audio Record a Student

As a parent, you may grant or deny any written request from the district to make a video or voice recording of your child. State law, however, permits the school to make a video or voice recording without parental permission for the following circumstances:

- When it is to be used for school safety;
- When it relates to classroom instruction or a cocurricular or extracurricular activity; or
- When it relates to media coverage of the school.

Removing a Student Temporarily from the Classroom

You may remove your child temporarily from the classroom if an instructional activity in which your child is scheduled to participate conflicts with your religious or moral beliefs. The removal cannot be for the purpose of avoiding a test and may not extend for an entire semester. Further, your child must satisfy grade-level and graduation requirements as determined by the school and by the Texas Education Agency.

Excusing a Student from Reciting the Pledges to the U.S. and Texas Flags

As a parent, you may request that your child be excused from participation in the daily recitation of the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas flag. The request must be in writing. State law does not allow your child to be excused from participation in the required minute of silence or silent activity that follows. [See **Pledges of Allegiance and A Minute of Silence** on page 39 and policy EC(LEGAL).]

Excusing a Student from Reciting a Portion of the Declaration of Independence

You may request that your child be excused from recitation of a portion of the Declaration of Independence. State law requires students in social studies classes in grades 3–12 to recite a portion of the text of the Declaration of Independence during Celebrate Freedom Week unless (1) you provide a written statement requesting that your child be excused, (2) the district determines that your child has a conscientious objection to the recitation, or (3) you are a representative of a foreign government to whom the United States government extends diplomatic immunity. [See policy EHBK(LEGAL).]

Requesting Notices of Certain Student Misconduct

A noncustodial parent may request in writing that he or she be provided, for the remainder of the school year, a copy of any written notice usually provided to a parent related to your child's misconduct that may involve placement in a Disciplinary Alternative Education Program (DAEP) or expulsion. [See policy FO(LEGAL) and the *Student Code of Conduct*.]

Requesting Transfers for Your Child

As a parent, you have a right:

- To request the transfer of your child to another classroom or campus if your child has been determined by the board or its designee to have been a victim of bullying as the term is defined by Education Code 25.0341. Transportation is not provided for a transfer to another campus. See the superintendent for information. [See policy FDB.]
[See **Bullying** on page 18, and policy FFI(LOCAL).]
- To request the transfer of your child to attend a safe public school in the district if your child attends school at a campus identified by TEA as persistently dangerous or if your child has been a victim of a violent criminal offense while at school or on school grounds. [See policy FDD(LOCAL).]
- To request the transfer of your child to a neighboring district if your child has been the victim of a sexual assault by another student assigned to the same campus, whether that assault occurred on or off campus, and that student has been convicted of or placed on deferred adjudication for that assault. [See policies FDD(LEGAL) and (LOCAL).]

Requesting Classroom Assignment for Multiple Birth Siblings

As a parent, if your children are multiple birth siblings (e.g., twins, triplets, etc.) assigned to the same grade and campus, you may request that they be placed either in the same classroom or in separate classrooms. Your written request must be submitted no later than the 14th day after the enrollment of your children. [See FDB(LEGAL).]

OTHER IMPORTANT INFORMATION FOR PARENTS

Parents of Students with Disabilities

Parents of students with learning difficulties or who may need special education services may request an evaluation for special education at any time. For more information, see Special Programs on page 47 and contact Valerie Guerra at 267-8369.

Options and Requirements for Providing Assistance to Students Who Have Learning Difficulties or Who Need or May Need Special Education

If a child is experiencing learning difficulties, the parent may contact the person listed below to learn about the district's overall general education referral or screening system for support services. This system links students to a variety of support options, including referral for a special education evaluation. Students having difficulty in the regular classroom should be considered for tutorial, compensatory, and other academic or behavior support services that are available to all students including a process based on Response to Intervention. The implementation of Response to Intervention has the potential to have a positive impact on the ability of school districts to meet the needs of all struggling students.

At any time, a parent is entitled to request an evaluation for special education services. Within a reasonable amount of time, the district must decide if the evaluation is needed. If the evaluation is needed, the parent will be notified and asked to provide informed written consent for the evaluation. The district must complete the evaluation and the report within 60 calendar days of the date the district receives the written consent. The district must give a copy of the report to the parent.

If the district determines that the evaluation is not needed, the district will provide the parent with a written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parent of his or her rights if the parent disagrees with the district. Additionally, the notice must inform the parent how to obtain a copy of the *Notice of Procedural Safeguards—Rights of Parents of Students with Disabilities*.

The designated person to contact regarding options for a child experiencing learning difficulties or a referral for evaluation for special education is Valerie Guerra at 267-8369.

If a student is receiving special education services at a campus outside his or her attendance zone, the parent or guardian may request that any other student residing in the household be transferred to the same campus, if the appropriate grade level for the transferring student is offered on that campus. [See policy FDB(LOCAL).]

Services for Title I Participants

The Parent Involvement Coordinator, who works with parents of students participating in Title I programs is Beth Mohler and she may be contacted at 267-8340.

Student Records

Both federal and state laws safeguard student records from unauthorized inspection or use and provide parents and eligible students certain rights. For purposes of student records, an “eligible” student is one who is 18 or older OR who is attending an institution of postsecondary education.

Virtually all information pertaining to student performance, including grades, test results, and disciplinary records, is considered confidential educational records. Release is restricted to:

- The parents—whether married, separated, or divorced—unless the school is given a copy of a court order terminating parental rights or the right to access a student’s education records. Federal law requires that, as soon as a student becomes 18 or is emancipated by a court, control of the records goes to the student. The parents may continue to have access to the records, however, if the student is a dependent for tax purposes.
- District staff members who have what federal law refers to as a “legitimate educational interest” in a student’s records. “Legitimate educational interest” in a student’s records includes working with the student; considering disciplinary or academic actions, the student’s case, or an individualized education program for a student with disabilities; compiling statistical data; or investigating or evaluating programs. Such persons would include school officials (such as board members, the superintendent, administrators, and principals); school staff members (such as teachers, counselors, diagnosticians, and support staff); a person or company with whom the district has contracted to provide a particular service (such as an attorney, auditor, medical consultant, or therapist); a parent or student serving on a school committee; or a parent or student assisting a school official or staff in the performance of his or her duties.
- Various governmental agencies.
- Individuals granted access in response to a subpoena or court order.

- A school or institution of postsecondary education to which a student seeks or intends to enroll or in which he or she subsequently enrolls.

Release to any other person or agency—such as a prospective employer or for a scholarship application—will occur only with parental or student permission as appropriate.

The superintendent is custodian of all records for currently enrolled students at the assigned school. The superintendent is the custodian of all records for students who have withdrawn or graduated.

Records may be inspected by a parent or eligible student during regular school hours. If circumstances prevent inspection during these hours, the district will either provide a copy of the records requested or make other arrangements for the parent or student to review these records. The records custodian or designee will respond to reasonable requests for explanation and interpretation of the records. The address of the superintendent's and principals' offices are PO Box 4929, Lago Vista, TX 78645.

The physical address(es) of the administrators' offices are:

Superintendent: 8039 Bar K Ranch Road, Lago Vista

High School: 8039 Bar K Ranch Road, Lago Vista

Middle School: 20801 Hwy. 1431, Lago Vista

Elementary School: 20311 Dawn Drive, Lago Vista

A parent (or eligible student) may inspect the student's records and request a correction if the records are considered inaccurate or otherwise in violation of the student's privacy rights. A request to correct a student's record should be submitted to the principal. The request must clearly identify the part of the record that should be corrected and include an explanation of how the information in the record is inaccurate. If the district denies the request to amend the records, the parent or eligible student has the right to request a hearing. If the records are not amended as a result of the hearing, the parent or eligible student has 30 school days to exercise the right to place a statement commenting on the information in the student's record. Although improperly recorded grades may be challenged, contesting a student's grade in a course is handled through the general complaint process found in policy FNG(LOCAL). [See **Report Cards/Progress Reports and Conferences** on page 41 and **Student or Parent Complaints and Concerns** on page 17 for an overview of the process.]

Copies of student records are available at a cost of ten cents per page, payable in advance. If the student qualifies for free or reduced-price lunches and the parents are unable to view the records during regular school hours, one copy of the record will be provided at no charge upon written request of the parent.

The district's policy regarding student records found at FL(LOCAL) is available from the principal's or superintendent's office or on the District's website at www.lagovistaisd.net.

The parent's or eligible student's right of access to and copies of student records do not extend to all records. Materials that are not considered educational records—such as a teacher's personal notes about a student that are shared only with a substitute teacher—do not have to be made available to the parents or student.

Please note:

Parents or eligible students have the right to file a complaint with the U.S. Department of Education if they believe the district is not in compliance with federal law regarding student records. The complaint may be mailed to:

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

Directory Information

The law permits the district to designate certain personal information about students as “directory information.” This “directory information” will be released to anyone who follows procedures for requesting it.

However, release of a student's directory information may be prevented by the parent or an eligible student. This objection must be made in writing to the principal within ten school days of your child's first day of instruction for this school year. [See the “Notice Regarding Directory Information and Parent's Response Regarding Release of Student Information” included in the forms packet.]

Directory Information for School-Sponsored Purposes

The district often needs to use student information for the following school-sponsored purposes: student recognition activities, yearbook or student newspaper, printed programs for extracurricular activities, and news releases to local media.

For these specific school-sponsored purposes, the district would like to use your child's name, address, telephone listing, date and place of birth, photograph, participation in officially recognized activities and sports, and weight and height of members or athletic teams. This information will not be released to the public without the consent of the parent or eligible student.

Unless you object to the use of your child's information for these limited purposes, the school will not need to ask your permission each time the district wishes to use this information for the school-sponsored purposes listed above.

Release of Student Information to Military Recruiters and Institutions of Higher Education

The district is required by federal law to comply with a request by a military recruiter or an institution of higher education for students' names, addresses, and telephone listings, unless parents have advised the district not to release their child's information without prior written consent. A form has been attached in the forms packet for you to complete if you do not want the district to provide this information to military recruiters or institutions of higher education.

Bacterial Meningitis

State law specifically requires the district to provide the following information:

- What is meningitis?

Meningitis is an inflammation of the covering of the brain and spinal cord. It can be caused by viruses, parasites, fungi, and bacteria. Viral meningitis is most common and the least serious. Bacterial meningitis is the most common form of serious bacterial infection with the potential for serious, long-term complications. It is an uncommon disease, but requires urgent treatment with antibiotics to prevent permanent damage or death.

- What are the symptoms?

Someone with meningitis will become very ill. The illness may develop over one or two days, but it can also rapidly progress in a matter of hours. Not everyone with meningitis will have the same symptoms.

Children (over 1 year old) and adults with meningitis may have a severe headache, high temperature, vomiting, sensitivity to bright lights, neck stiffness or joint pains, and drowsiness or confusion. In both children and adults, there may be a rash of tiny, red-purple spots. These can occur anywhere on the body.

The diagnosis of bacterial meningitis is based on a combination of symptoms and laboratory results.

- How serious is bacterial meningitis?

If it is diagnosed early and treated promptly, the majority of people make a complete recovery. In some cases it can be fatal or a person may be left with a permanent disability.

- How is bacterial meningitis spread?

Fortunately, none of the bacteria that cause meningitis are as contagious as diseases like the common cold or the flu, and they are not spread by casual contact or by simply breathing the air where a person with meningitis has been. The germs live naturally in the back of our noses and throats, but they do not live for long outside the body. They are spread when people exchange saliva (such as by kissing, sharing drinking containers, utensils, or cigarettes).

The germ does not cause meningitis in most people. Instead, most people become carriers of the germ for days, weeks, or even months. The bacteria rarely overcome the body's immune system and cause meningitis or another serious illness.

- How can bacterial meningitis be prevented?

Do not share food, drinks, utensils, toothbrushes, or cigarettes. Limit the number of persons you kiss.

While there are vaccines for some other strains of bacterial meningitis, they are used only in special circumstances. These include when there is a disease outbreak in a community or for people traveling to a country where there is a high risk of getting the disease. Also, a vaccine is recommended by some groups for college students, particularly freshmen living in dorms or residence halls. The vaccine is safe and effective (85–90 percent). It can cause mild side effects, such as redness and pain at the injection site lasting up to two days. Immunity develops within seven to ten days after the vaccine is given and lasts for up to five years.

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

You should seek prompt medical attention.

- Where can you get more information?

Your school nurse, family doctor, and the staff at your local or regional health department office are excellent sources for information on all communicable diseases. You may also call your local health department or Regional Department of State Health Services office to ask about a meningococcal vaccine. Additional information may also be found at the Web sites for the Centers for Disease Control and Prevention, <http://www.cdc.gov>, and the Department of State Health Services, <http://www.dshs.state.tx.us/>.

SECTION II: INFORMATION FOR STUDENTS AND PARENTS

Topics in this section of the handbook contain important information on academics, school activities, and school operations and requirements. Take a moment with your child to become familiar with the various issues addressed in this section. It is conveniently organized in alphabetical order to serve as a quick-reference when you or your child has a question about a specific school-related issue. Should you be unable to find the information on a particular topic, please contact the campus principal.

ABSENCES/ATTENDANCE

Regular school attendance is essential for a student to make the most of his or her education—to benefit from teacher-led and school activities, to build each day’s learning on the previous day’s, and to grow as an individual. Absences from class may result in serious disruption of a student’s mastery of the instructional materials; therefore, the student and parent should make every effort to avoid unnecessary absences. Two state laws, one dealing with compulsory attendance, the other with attendance for course credit, are of special interest to students and parents. They are discussed below:

Compulsory Attendance

State law requires that a student between the ages of six and 18 attend school, as well as any applicable accelerated instruction program, extended year program, or tutorial session, unless the student is otherwise excused from attendance or legally exempt.

A student who voluntarily attends or enrolls after his or her 18th birthday is required to attend each school day until the end of the school year and is subject to compulsory attendance laws, if the student is under 21 years old. In addition, if a student 18 or older has more than five unexcused absences in a semester the district may revoke the student’s enrollment. The student’s presence on school property thereafter would be unauthorized and may be considered trespassing. [See FEA]

State law requires attendance in an accelerated reading instruction program when kindergarten, first grade, or second grade students are assigned to such a program. Parents will be notified in writing if their child is assigned to an accelerated reading instruction program as a result of the reading diagnosis test.

School employees must investigate and report violations of the state compulsory attendance law. A student absent without permission from school; from any class; from required special programs, such as additional special instruction (termed “accelerated instruction” by the state) assigned by a grade placement committee and basic skills for ninth graders; or from required tutorials will be considered in violation of the compulsory attendance law and subject to disciplinary action.

A court of law may also impose penalties against both the student and his or her parents if a school-aged student is deliberately not attending school. A complaint against the parent may be filed in court if the student:

- Is absent from school on ten or more days or parts of days within a six-month period in the same school year, or
- Is absent on three or more days or parts of days within a four-week period.

If the student is over age 18, the student's parents shall not be subject to penalties as a result of their child's violation of state compulsory attendance law. [See FEA(LEGAL)]

Attendance for Credit

To receive credit 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 for the class if he or she completes a plan, approved by the principal, that allows the student to fulfill the instructional requirements for the class. If a student is involved in a criminal or juvenile court proceeding, the approval of the judge presiding over the case will also be required before the student receives credit for the class.

If a student attends less than 75 percent of the days a class is offered or has not completed a plan approved by the principal, then the student will be referred to the attendance review committee to determine whether there are extenuating circumstances for the absences and how the student can regain credit, if appropriate. [See policies at FEC]

In determining whether there were extenuating circumstances for the absences, the attendance committee will use the following guidelines:

- All absences will be considered in determining whether a student has attended the required percentage of days. If makeup work is completed, absences for religious holy days and documented health-care appointments will be considered days of attendance for this purpose. [See policies at FEB.]
- A transfer or migrant student begins to accumulate absences only after he or she has enrolled in the district. For a student transferring into the district after school begins, including a migrant student, only those absences after enrollment will be considered.
- In reaching a decision about a student's absences, the committee will attempt to ensure that it is in the best interest of the student.
- The committee will consider the acceptability and authenticity of documented reasons for the student's absences.

- The committee will consider whether the absences were for reasons over which the student or the student's parent could exercise any control.
- The committee will consider the extent to which the student has completed all assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.
- The student or parent will be given an opportunity to present any information to the committee about the absences and to talk about ways to earn or regain credit.

The student or parent may appeal the committee's decision to the board of trustees by filing a written request with the superintendent in accordance with policy FNG(LOCAL).

The actual number of days a student must be in attendance in order to receive credit will depend on whether the class is for a full semester or for a full year.

Parent's Note After An Absence

When a student must be absent from school, the student—upon returning to school—must bring a note, signed by the parent that describes the reason for the absence. A note signed by the student, even with the parent's permission, will not be accepted unless the student is 18 or older.

Doctor's Note After An Absence for Illness

Upon return to school, a student absent for more than 5 consecutive days because of a personal illness must bring a statement from a doctor or health clinic verifying the illness or condition that caused the student's extended absence from school. [See FEC(LOCAL).]

Driver License Attendance Verification

To obtain a driver license, a student between the ages of 16 and 18 must provide to the Texas Department of Public Safety a form obtained from the school verifying that the student has met the 90 percent attendance requirement for the semester preceding the date of application. The student can obtain this form at the Lago Vista High School campus office.

ACADEMIC PROGRAMS

The school counselor provides students and parents information regarding academic programs to prepare for higher education and career choices. [For more information, see policies at EIF.]

[See **Academic Counseling** on page 22.]

AWARDS AND HONORS

See individual campus handbook supplements for information about specific honors and awards or contact the campus principal or counselor.

BULLYING

Bullying occurs when a student or group of students directs written or verbal expressions or physical conduct against another student and the behavior results in harm to the student or the student's property, places a student in fear of harm to himself or his property, or is so severe that it creates an intimidating, threatening or abusive educational environment.

The board has established policies and procedures to prohibit bullying and to respond to reports of bullying.

CAREER AND TECHNOLOGY PROGRAMS

The district offers career and technology programs in technology and FFA. Admission to these programs is based on progress, interest and acquisition of prerequisite skills.

Lago Vista ISD will take steps to ensure that lack of English language skills will not be a barrier to admission and participation in all educational and vocational programs.

CLASS RANK / TOP TEN PERCENT / HIGHEST RANKING STUDENT

See the Lago Vista High School student handbook supplement for specific information about class rank.

For two school years following his or her graduation, a district student who graduates in the top ten percent of his or her class is eligible for automatic admission into four-year public universities and colleges in Texas if the student:

- Completes the Recommended or Advanced/Distinguished Achievement Program; or
- Satisfies the ACT College Readiness Benchmarks or earns at least a 1500 out of 2400 on the SAT.

Students and parents should contact the counselor for further information about the application process and deadlines.

[For further information, see policies at EIC.]

CLASS SCHEDULES

Each campus will provide parents with a copy of the campus class schedule.

COLLEGE CREDIT COURSES

Students have the opportunity to enroll in dual credit U.S. history course at Lago Vista High School. Credit is available through Austin Community College to those students who complete the prescribed curriculum and maintain a certain grade average. For more information on classes offered on campus at Lago Vista High School, contact the campus counselor. Contact information for Austin Community College is 5930 Middle Fiskeville Rd. Austin, TX 78752-4390, (512) 223-7355. Students interested in enrolling in other college academic courses taken concurrently with high school coursework should contact the high school counselor.

COMPLAINTS AND CONCERNS

Usually student or parent complaints or concerns can be addressed by a phone call or a conference with the teacher or principal. For those complaints and concerns that cannot be handled so easily, the district has adopted a standard complaint policy at FNG(LOCAL) in the district's policy manual. A copy of this policy may be obtained in the principal's or superintendent's office or on the district's website at www.lagovistaisd.net.

In general, the student or parent should submit a written complaint and request a conference with the campus principal. If the concern is not resolved, a request for a conference should be sent to the superintendent. If still unresolved, the district provides for the complaint to be presented to the board of trustees.

COMPUTER RESOURCES

To prepare students for an increasingly technological society, the district has made an investment in computer technology for instructional purposes. Use of these computer resources is restricted to students working under a teacher's supervision and for approved purposes only. Students and parents will be asked to sign a user agreement (separate from this handbook) regarding use of these resources; violations of this agreement may result in withdrawal of privileges and other disciplinary action.

Students and their parents should be aware that e-mail using district computers is not private and will be monitored by district staff. [For additional information, see policies at CQ.]

CONDUCT

Applicability of School Rules

As required by law, the board has adopted a *Student Code of Conduct* that prohibits certain behaviors and defines standards of acceptable behavior—both on and off campus—and consequences for violation of these standards. The district has disciplinary authority over a student in accordance with the *Student Code of Conduct*. Students and parents should be familiar with the standards set out in the *Student Code of Conduct*, as well as campus and classroom rules.

To achieve the best possible learning environment for all students, the *Student Code of Conduct* and other campus rules will apply whenever the interest of the district is involved, whether on or off school grounds, in conjunction with classes and school-sponsored activities.

Corporal Punishment

Corporal punishment—spanking or paddling the student—may be used as a discipline management technique in accordance with the *Student Code of Conduct*.

Disruptions

As identified by law, disruptions include the following:

- Interference with the movement of people at an exit, entrance, or hallway of a district building without authorization from an administrator.
- Interference with an authorized activity by seizing control of all or part of a building.
- Use of force, violence, or threats in an attempt to prevent participation in an authorized assembly.
- Use of force, violence, or threats to cause disruption during an assembly.
- Interference with the movement of people at an exit or an entrance to district property.
- Use of force, violence, or threats in an attempt to prevent people from entering or leaving district property without authorization from an administrator.

- Disruption of classes or other school activities while on district property or on public property that is within 500 feet of district property. Class disruption includes making loud noises; trying to entice a student away from, or to prevent a student from attending, a required class or activity; and entering a classroom without authorization and disrupting the activity with loud or profane language or any misconduct.
- Interference with the transportation of students in vehicles owned or operated by the district.

Radios, CD Players, Other Electronic Devices and Games, and Cell Phones

Students are not permitted to possess such items as pagers, radios, CD players, tape recorders, camcorders, DVD players, cameras, electronic devices or games at school, unless prior permission has been obtained from the principal. Without such permission, teachers will collect the items and turn them in to the principal's office. 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.

For safety purposes, the district permits students to possess cell phones; however, cell phones must remain turned off during the instructional day, including during all testing. The use of cell phones in locker rooms or restroom areas at any time while at school or at a school-related or school-sponsored event is strictly prohibited.

Any disciplinary action will be in accordance with the *Student Code of Conduct* and may include confiscation of the device. The school may charge the owner for the release of certain telecommunications devices [See policy FNCE.]

Social Events

School rules apply to all school social events. Guests attending these events are expected to observe the same rules as students, and a student inviting a guest will share responsibility for the conduct of his or her guest.

A student attending a social event will be asked to sign out when leaving before the end of the event; anyone leaving before the official end of the event will not be readmitted.

CONTAGIOUS DISEASES / CONDITIONS

To protect other students from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. If a parent suspects that his or her child has a contagious disease, the parent should contact the school nurse or principal so that other students who might have been exposed to the disease can be alerted.

The school nurse or the principal's office can provide information from the Department of State Health Services regarding these diseases.

CORRESPONDENCE COURSES

The district permits high school students to take correspondence courses—by mail or via the Internet—for credit toward high school graduation. [For further information, see policies at EEJC.]

COUNSELING

Academic Counseling

Students and their parents are encouraged to talk with a school counselor, teacher, or principal to learn more about course offerings, graduation requirements, and early graduation procedures. Each spring, students in grades 5 through 11 will be provided information on anticipated course offerings for the next school year and other information that will help them make the most of academic and vocational opportunities.

To plan for the future, each student should work closely with the counselor in order to enroll in the high school courses that best prepare him or her for attendance at a college, university, or training school, or for pursuit of some other type of advanced education. The counselor can also provide information about entrance exams and application deadlines, as well as information about automatic admission to state colleges and universities, financial aid, housing, and scholarships.

Personal Counseling

The school counselor is available to assist students with a wide range of personal concerns, including such areas as social, family, or emotional issues, or substance abuse. The counselor may also make available information about community resources to address these concerns. A student who wishes to meet with the counselor should contact the campus counselor.

Psychological Exams, Tests, or Treatment

The school will not conduct a psychological examination, test, or treatment without first obtaining the parent's written consent. Parental consent is not necessary when a psychological examination, test, or treatment is required by state or federal law for special education purposes or by the Texas Education Agency for child abuse investigations and reports.

[For more information, refer to FFE(LEGAL) and FFG(EXHIBIT).]

CREDIT BY EXAM—If a Student Has Taken the Course

A student who has previously taken a course or subject—but did not receive credit for it—may, in circumstances determined by the teacher, counselor, principal, or attendance committee, be permitted to earn credit by passing an exam on the essential knowledge and skills defined for that course or subject. Prior instruction may include, for example, incomplete coursework due to a failed course or excessive absences, home-schooling, correspondence courses, or independent study supervised by a teacher.

The counselor or principal would determine if the student could take an exam for this purpose. If approval is granted, the student must score at least 70 on the exam to receive credit for the course or subject.

The attendance review committee may also offer a student with excessive absences an opportunity to earn credit for a course by passing an exam.

A student may not use this exam, however, to regain eligibility to participate in extracurricular activities.

[For further information, see the counselor and policies EEJA.]

CREDIT BY EXAM—If a Student Has Not Taken the Course

A student will be permitted to take an exam to earn credit for an academic course for which the student has had no prior instruction. The dates on which exams are scheduled during the 2008–2009 school year include:

Dates Scheduled:

Sep. 20	March 28
Dec. 6	June 13

A student will earn credit with a passing score of at least 90 on the exam.

If a student plans to take an exam, the student (or parent) must register with the principal no later than 30 days prior to the scheduled testing date. The district will not honor a request by a parent to administer a test on a date other than the published dates. If the district agrees to administer a test other than the one chosen by the district, the parent must purchase a test from a university approved by the State Board of Education. [For further information, see EEJB(LOCAL).]

DATING VIOLENCE, DISCRIMINATION, HARASSMENT, AND RETALIATION

The district believes that all students learn best in an environment free from dating violence, discrimination, harassment, and retaliation and that their welfare is best served when they are free from this prohibited conduct while attending school. Students are expected to treat other students and district employees with courtesy and respect; to avoid behaviors known to be offensive; and to stop those behaviors when asked or told to stop. District employees are expected to treat students with courtesy and respect.

The board has established policies and procedures to prohibit and promptly respond to inappropriate and offensive behaviors that are based on a person's race, color, religion, , gender, national origin, disability, or any other basis prohibited by law. [See policy FFH]

Dating Violence

Dating violence occurs when a person in a current or past dating relationship uses physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control the other person in the relationship. This type of conduct is considered harassment if the conduct is so severe, persistent, or pervasive that it affects the student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; or substantially interferes with the student's academic performance.

Examples of dating violence against a student may include, but are not limited to, physical or sexual assaults, name-calling, put-downs, threats to hurt the student or the student's family members or members of the student's household, destroying property belonging to the student, threats to commit suicide or homicide if the student ends the relationship, attempts to isolate the student from friends and family, stalking, or encouraging others to engage in these behaviors.

Discrimination

Discrimination is defined as any conduct directed at a student on the basis of race, color, religion, gender, national origin, disability, or any other basis prohibited by law, that it negatively affects the student.

Harassment

Harassment, in general terms, is conduct so severe, persistent, or pervasive that it affects the student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; or substantially interferes with the student's academic performance. A copy of the district's policy is available in the principal's office and in the superintendent's office or on the district's website at www.lagovistaisd.net.

Examples of harassment may include, but are not limited to, offensive or derogatory language directed at a person's religious beliefs or practices, accent, skin color, or need for accommodation; threatening or intimidating conduct; offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

Sexual Harassment

Sexual harassment of a student by an employee or volunteer does not include necessary or permissible physical contact not reasonably construed as sexual in nature. However, romantic and other inappropriate social relationships, as well as all sexual relationships, between students and district employees are prohibited, even if consensual.

Examples of prohibited sexual harassment may include, but not be limited to, touching private body parts or coercing physical contact that is sexual in nature; sexual advances; jokes or conversations of a sexual nature; and other sexually motivated conduct, communications, or contact.

Retaliation

Retaliation of a student occurs when a student receives threats from another student or an employee or when an employee imposes an unjustified punishment or unwarranted grade reduction. Retaliation does not include petty slights and annoyances from other students or negative comments from a teacher that are justified by a student's poor academic performance in the classroom.

Retaliation against a person who makes a good faith report of discrimination or harassment, including dating violence, is prohibited. A person who makes a false claim or offers false statements or refuses to cooperate with a district investigation, however, may be subject to appropriate discipline. Retaliation against a person who is participating in an investigation of alleged discrimination or harassment is also prohibited.

Reporting Procedures

Any student who believes that he or she has experienced dating violence, discrimination, harassment, or retaliation should immediately report the problem to a teacher, counselor, principal, or other district employee. The report may be made by the student's parent. See policy FFH(LOCAL) for the appropriate districts officials to whom to make a report.

Investigation of Report

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. Allegations of prohibited conduct, which includes dating violence, discrimination, harassment, and retaliation, will be promptly investigated. The district will notify the parents of any student alleged to have experienced prohibited conduct by an adult associated with the district.

In the event 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.

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.

A student or parent who is dissatisfied with the outcome of the investigation may appeal in accordance with policy FNG(LOCAL).

DISCRIMINATION

[See **Dating Violence, Discrimination, Harassment, and Retaliation** on page 24.]

DISTRIBUTION OF PUBLISHED MATERIALS OR DOCUMENTS

School Materials

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

The school yearbook is available to students.

All school publications are under the supervision of a teacher, sponsor, and the principal.

[See **Directory Information for School-Sponsored Purposes** on page 12.]

Nonschool Materials...from students

Students must obtain prior approval from the principal before posting, circulating, or distributing written materials, handbills, photographs, pictures, petitions, films, tapes, posters, or other visual or auditory materials that were not developed under the oversight

of the school. To be considered, any nonschool material must include the name of the sponsoring person or organization. The decision regarding approval will be made in two school days.

The principal has designated the campus office as the location for approved nonschool materials to be placed for voluntary viewing by students. [See policies at FNAA.]

A student may appeal a principal's decision in accordance with policy FNG(LOCAL). Any student who posts nonschool material without prior approval will be subject to disciplinary action in accordance with the *Student Code of Conduct*. Materials displayed without the principal's approval will be removed.

Nonschool Materials...from others

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 will not be sold, circulated, distributed, or posted on any district premises by any district employee or by persons or groups not associated with the district, except as permitted by policies at GKDA. To be considered for distribution, any nonschool 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 campus principal for prior review. The campus 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. [See policies at DGBA, FNG, or GF.]

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 noncurriculum-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 nonschool materials distributed under these circumstances must be removed from district property immediately following the event at which the materials are distributed.

DRESS AND GROOMING

The district's dress code is established to teach grooming and hygiene, prevent disruption, and minimize safety hazards. Students and parents may determine a student's personal dress and grooming standards, provided that they comply with the LVISD Standards of Attire included in the appendix of this handbook.

EXTRACURRICULAR ACTIVITIES, CLUBS, AND ORGANIZATIONS

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

Eligibility for participation in many of these activities is governed by state law and the rules of the University Interscholastic League (UIL)—a statewide association overseeing interdistrict competition. The following requirements apply to all extracurricular activities:

- A student who receives at the end of a grading period a grade below 70 in any academic class—other than an advanced placement or international baccalaureate course; or an honors or dual credit course in English language arts, mathematics, science, social studies, economics, or a foreign language—may not participate in extracurricular activities for at least three school weeks.
- A student with disabilities who fails to meet the standards in the individualized education program (IEP) may not participate for at least three school weeks.
- An ineligible student may practice or rehearse.
- A student is allowed in a school year up to ten absences not related to post-district competition, a maximum of five absences for post-district competition prior to state, and a maximum of two absences for state competition. All extracurricular activities and public performances, whether UIL activities or other activities approved by the board, are subject to these restrictions.
- An absence for participation in an activity that has not been approved will receive an unexcused absence.

Please note: Sponsors of student clubs and performing groups such as the band, choir, and drill 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 local policy will apply in addition to any consequences specified by the organization's standards of behavior.

[For further information, see policies at FM and FO.]

FEES

Materials that are part of the basic educational program are provided with state and local funds at no charge to a student. A student, however, is expected to provide his or her own pencils, paper, erasers, and notebooks and may be required to pay certain other fees or deposits, including:

- Costs for materials for a class project that the student will keep.
- Membership dues in voluntary clubs or student organizations and admission fees to extracurricular activities.
- Security deposits.
- Personal physical education and athletic equipment and apparel.
- Voluntarily purchased pictures, publications, class rings, yearbooks, graduation announcements, etc.
- Voluntarily purchased student accident insurance.
- Musical instrument rental and uniform maintenance, when uniforms are provided by the district.
- Personal apparel used in extracurricular activities that becomes the property of the student.
- Parking fees and student identification cards.
- Fees for lost, damaged, or overdue library books.
- Fees for driver training courses, if offered.
- Fees for optional courses offered for credit that require use of facilities not available on district premises.
- Summer school for courses that are offered tuition-free during the regular school year.
- A reasonable fee for providing transportation to a student who lives within two miles of the school. [See **Buses and Other School Vehicles** on page 49.]
- A fee not to exceed \$50 for costs of providing an educational program outside of regular school hours for a student who has lost credit because of absences and whose parent chooses the program in order for the student to meet the 90 percent attendance requirement. The fee will be charged only if the parent or guardian signs a district-provided request form.

Any required fee or deposit may be waived if the student and parent are unable to pay. Application for such a waiver may be made to the campus principal. [For further information, see policies at FP.]

FUND-RAISING

Student groups or classes and/or parent groups may be permitted to conduct fund-raising drives for approved school purposes. An application for permission must be made to the campus principal at least seven days before the event. [For further information, see policies at FJ and GE.]

GRADE CLASSIFICATION

After the ninth grade, students are classified according to the number of credits earned toward graduation.

<u>Credits Earned</u>	<u>Classification</u>
7-13.5	Grade 10 (Sophomore)
14-20.5	Grade 11 (Junior)
21-28	Grade 12 (Senior)

GRADING GUIDELINES

In grades K-2, a checklist of skills is used to report student progress. In grades, 3-12, achievement is reported to parents as numerical grades. See individual campus supplements for specific information regarding grades.

GRADUATION

Requirements for a Diploma

To receive a high school diploma from the district, a student must successfully complete the required number of credits and pass a statewide exit-level exam.

The exit-level test, required for students in grade 11, covers English language arts, mathematics, science, and social studies and requires knowledge of Algebra I, Geometry, Biology, Integrated Chemistry and Physics, English III, and early American and United States History, World History, and World Geography. A student who does not pass the exit-level assessment will have additional opportunities to take the test.

Graduation Programs

The district offers the graduation programs listed below. All students entering grade 9 are required to enroll in the Recommended High School Program or Advanced/Distinguished Achievement Program. Permission to enroll in the Minimum Graduation Program will be granted only if an agreement is reached among the student, the student's parent or person standing in parental relation, and the counselor or appropriate administrator. [See policy EIF(LEGAL).]

Students who enter the ninth grade must meet the following credit requirements for graduation:

- Minimum Program 28 credits
- Recommended Program 28 credits
- Distinguished Achievement (Advanced) Program 28 credits

Certificates of Coursework Completion

A certificate of coursework completion will not be issued to a senior student who successfully completes state and local credit requirements for graduation but fails to perform satisfactorily on the exit-level tests.

Students with Disabilities

Upon the recommendation of the admission, review, and dismissal committee, a student with disabilities may be permitted to graduate under the provisions of his or her individualized education program (IEP).

A student who receives special education services and has completed four years of high school, but has not met the requirements of his or her IEP, may participate in graduation ceremonies and receive a certificate of attendance. Even if the student participates in graduation ceremonies to receive the certificate of attendance, he or she may remain enrolled to complete the IEP and earn his or her high school diploma; however, the student will only be allowed to participate in one graduation ceremony.

[See FMH(LEGAL)]

Graduation Activities

See high school handbook supplement for information about high school graduation.

Graduation Speakers

Graduating students will be given an opportunity to provide opening and closing remarks during the graduation ceremony. Only those students who are graduating and who hold a designated position of honor based on neutral criteria (student council officers, class officers or the top three academically ranked graduates) will be eligible to give these remarks; however, if the student was assigned to disciplinary placement at any time during the spring semester, he or she will not be eligible to speak at graduation.

Students eligible to give the opening and closing remarks will be notified by the principal and given an opportunity to volunteer. In the event there are more eligible students volunteering than there are speaking roles at the graduation ceremony, the names of all eligible students who volunteered shall be randomly drawn. The student whose name is drawn first will give the opening remarks and the student whose name is drawn second will give the closing remarks.

In addition to the opening and closing remarks, the valedictorian and salutatorian may also have speaking roles at the graduation ceremony.

[For student speakers at other school events, see STUDENT SPEAKERS on page 47.]

[See FNA (LOCAL).]

Graduation Expenses

Because students and parents will incur expenses in order to participate in the traditions of graduation—such as the purchase of invitations, senior ring, cap and gown, and senior picture—both student and parent should monitor progress toward completion of all requirements for graduation. The expenses often are incurred in the junior year or first semester of the senior year. [See **Student Fees** on page 29.]

State Scholarships and Grants

- Under the Texas Early High School Graduation Scholarship Program, students who complete the Recommended or Advanced/Distinguished Achievement High School Program may earn financial credits in varying amounts to apply toward college tuition. The amounts depend on the number of consecutive months in which the student completed graduation requirements and the number of early college credits earned and may be used at public or private higher education institutions within the state. The counselor can provide additional information about meeting the program's eligibility requirements.
- Students who have a financial need according to federal criteria and who complete the Recommended High School Program or Advanced/Distinguished Achievement Program may be eligible under the T.E.X.A.S. Grant Program for tuition and fees to Texas

public universities, community colleges, and technical schools, as well as to private institutions. [For further information, see the principal or counselor and policy EJ (LEGAL).]

HARASSMENT

[See **Dating Violence, Discrimination, Harassment, and Retaliation** on page 24.]

HEALTH-RELATED MATTERS

Physical Activity for Students in Elementary and Middle School

In accordance with policies at EHAB, EHAC, and FFA, the district will ensure that students in kindergarten through grade 5 engage in moderate or vigorous physical activity for at least 30 minutes per day or 135 minutes per week.

Students in middle school shall engage in 30 minutes of moderate or vigorous physical activity per day for at least four semesters OR at least 225 minutes of moderate or vigorous physical activity within a two-week period for at least four semesters.

For additional information on the district’s requirements and programs regarding elementary, middle, and junior high school student physical activity requirements, please see the principal.

School Health Advisory Council

During the preceding school year, the district’s School Health Advisory Council held periodic meetings. Additional information regarding the district’s School Health Advisory Council is available from the campus principal. [See also policies at BDF and EHAA.]

Physical Fitness Assessment

Annually, the district will conduct a physical fitness assessment of students in grades 3–12. At the end of the school year, a parent may submit a written request to the campus principal to obtain the results of his or her child’s physical fitness assessment conducted during the school year.

Vending Machines

The district has adopted policies and implemented procedures to comply with state and federal food service guidelines for restricting student access to vending machines. For more information regarding these policies and guidelines see the campus principal. [See policies at CO and FFA.]

Other Health-Related Matters

Tobacco Prohibited

The district and its staff strictly enforce prohibitions against the use of tobacco products by students and others on school property and at school-sponsored and school-related activities. [See the *Student Code of Conduct* and policies at FNCD and GKA.]

Asbestos Management Plan

The district's Asbestos Management Plan, designed to be in compliance with state and federal regulations, is available in the LVISD maintenance office. If you have any questions, please contact the Director of Maintenance.

Pest Management Plan

The district applies only pest control products that comply with state and federal guidelines. Except in an emergency, signs will be posted 48 hours before application. Parents who want to be notified prior to pesticide application inside their child's school assignment area may contact the Director of Maintenance.

HOMELESS STUDENTS

For more information on services for homeless students, contact the district's Liaison for Homeless Children and Youths, Beth Mohler at 267-8340.

HOMEWORK

The frequency and length of homework assignments will vary depending on the grade level of the student. It is the student's responsibility to complete assignments on time. Students shall assume responsibility for making up work when absent from class.

Parents shall be responsible for ensuring that their children do the homework assigned each day. Regular monitoring of the homework provides a good overview of how and what the teacher is doing in various subjects. Concerns about homework should first be addressed with the teacher and then with the campus counselor or principal.

IMMUNIZATION

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 (DSHS), Immunization Branch, can be honored by the district. **This form may be obtained by writing the DSHS Immunization Branch (MC 1946), P.O. Box 149347, Austin, Texas 78714-9347; or online at <https://webds.dshs.state.tx.us/immco/affidavit.shtm>. The form must be notarized and submitted to the principal or school nurse within 90 days of notarization. If the parent is seeking an exemption for more than one student in the family, a separate form must be provided for each student.**

The immunizations required are: diphtheria, rubeola (measles), rubella (German measles), mumps, tetanus, pertussis, poliomyelitis (polio), hepatitis A, hepatitis B, and varicella (chicken pox). The school nurse can provide information on age-appropriate doses or on an acceptable physician-validated history of illness required by the Department of State Health Services. Proof of immunization may be established by personal records from a licensed physician or public health clinic with a signature or rubber-stamp validation.

If a student should not be immunized for medical reasons, the student or parent must present a certificate signed by a U.S. licensed physician stating that, in the doctor's opinion, the immunization required poses a significant risk to the health and well-being of the student or member of the student's family or household. This certificate must be renewed yearly unless the physician specifies a life-long condition. [For further information, see policy FFAB(LEGAL) and the Department of State Health Services Web site: <http://www.dshs.state.tx.us/immunize/school/default.shtm>.]

LAW ENFORCEMENT AGENCIES

Questioning of Students

When law enforcement officers or other lawful authorities wish to question or interview a student at school, the principal will cooperate fully regarding the conditions of the interview, if the questioning or interview is part of a child abuse investigation. In other circumstances:

- The principal will verify and record the identity of the officer or other authority and ask for an explanation of the need to question or interview the student at school.
- The principal ordinarily will make reasonable efforts to notify the parents unless the interviewer raises what the principal considers to be a valid objection.
- The principal ordinarily will be present unless the interviewer raises what the principal considers to be a valid objection.

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 probation officer if there is probable cause to believe the student has violated a condition of probation imposed by the juvenile court.
- By an authorized representative of Child Protective Services, Texas Department of Family and Protective Services, 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.
- To comply with a properly issued directive to take a student into custody.

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 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 student's release to a law enforcement officer, any notification will most likely be after the fact.

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 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, received deferred adjudication, or was adjudicated for delinquent conduct for any felony offense or certain misdemeanors.

[For further information, see policy GRA(LEGAL).]

MAKEUP WORK

Routine and In-depth Makeup Work Assignments

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

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

A student who does not make up assigned work within the time allotted by the teacher will receive a grade of zero for the assignment.

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

DAEP or In-school Suspension Makeup Work

A student removed to a Disciplinary Alternative Education Program (DAEP) during the school year will have an opportunity to complete, before the beginning of the next school year, coursework needed to fulfill the student's high school graduation requirements. The district may provide the opportunity to complete the coursework through an alternative method, including a correspondence course, distance learning, or summer school. The district will not charge the student for any method of completion provided by the district. [See policy FOCA (LEGAL).]

A student removed from the regular classroom to in-school suspension or another setting, other than a DAEP, will have an opportunity to complete before the beginning of the next school year each course the student was enrolled in at the time of removal from the regular classroom. The district may provide the opportunity by any method available, including a correspondence course, distance learning, or summer school. [See policy FEA (LEGAL).]

Students and their parents are encouraged to discuss options with the teacher or counselor to ensure the student completes all work required for the course or grade level.

MEDICINE AT SCHOOL

District employees will not give a student prescription medication, nonprescription medication, herbal substances, anabolic steroids, or dietary supplements, with the following exceptions:

- Only authorized employees, in accordance with policies at FFAC, may administer:
 - Prescription medication, in the original, properly labeled container, provided by the parent, along with a written request.
 - Prescription medication from a properly labeled unit dosage container filled by a registered nurse or another qualified district employee from the original, properly labeled container.
 - Nonprescription medication, in the original, properly labeled container, provided by the parent along with a written request.
 - Herbal or dietary supplements provided by the parent only if required by the student's individualized education program (IEP) or Section 504 plan for a student with disabilities.
- In certain emergency situations, the district will maintain and administer to a student nonprescription medication, but only:
 - In accordance with the guidelines developed with the district's medical advisor; and
 - When the parent has previously provided written consent to emergency treatment on the district's form.

A student with asthma or severe allergic reaction (anaphylaxis) may be permitted to possess and use prescribed asthma or anaphylaxis medication at school or school-related events only if he or she has written authorization from his or her parent and a physician or other licensed health-care provider. The student must also demonstrate to his or her physician or health-care provider and to the school nurse the ability to use the prescribed medication, including any device required to administer the medication.

If the student has been prescribed asthma or anaphylaxis medication for use during the school day, the student and parents should discuss this with the school nurse or principal.

In accordance with a student's individual health plan for management of diabetes, a student with diabetes will be permitted to possess and use monitoring and treatment supplies and equipment while at school or at a school-related activity. See the school nurse or principal for information. [See policy FFAF (LEGAL).]

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. It is intended to have an altering effect on perception, emotion, or behavior and is commonly described as a mood- or behavior-altering substance.

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 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, if appropriate. [For further information, see policies at FFAC.]

NONTRADITIONAL ACADEMIC PROGRAMS

[See **Requirements for a Diploma** on page 30.]

PHYSICAL EXAMINATIONS / HEALTH SCREENINGS

Students desiring to participate in UIL athletic competition shall annually submit a statement from a doctor licensed to practice in the state indicating that the student has been examined and is physically able to participate in the athletic program.

PLEDGES OF ALLEGIANCE AND A 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.

One minute of silence will follow recitation of the pledges. Each student may choose to reflect, pray, meditate, or engage in any other silent activity during that minute so long as the silent activity does not interfere with or distract others. [See policy EC (LEGAL) for more information.]

PRAYER

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

PROMOTION AND RETENTION

A student will be promoted only on the basis of academic achievement or demonstrated proficiency in the subject matter of the course or grade level. To earn credit in a course, a student must receive a grade of at least 70 based on course-level or grade-level standards.

See individual campus handbook supplements for additional information on retention and promotion.

In addition, at certain grade levels a student—with limited exceptions—will be required to pass the Texas Assessment of Knowledge and Skills (TAKS), if the student is enrolled in a public Texas school on any day between January 1 and April 15 and is a Texas resident during the week that the TAKS is administered the first time.

- In order to be promoted to grade 4, students must perform satisfactorily on the reading section of the grade 3 assessment in English or Spanish.
- In order to be promoted to grade 6, students enrolled in grade 5 must perform satisfactorily on the mathematics and reading sections of the grade 5 assessment in English or Spanish.
- In order to be promoted to grade 9, students enrolled in grade 8 must perform satisfactorily on the mathematics and reading sections of the grade 8 assessment in English.

Parents of a student in grade 3, 5, or 8 who does not perform satisfactorily on his or her exams will be notified that their child will participate in special instructional programs designed to improve performance. Such students will have two additional opportunities to take the test. If a student fails a second time, a grade placement committee, consisting of the principal or designee, the teacher, and the student's parent, will determine the additional special instruction the student will receive. After a third failed attempt, the student will be retained; however, the parent can appeal this decision to the committee. In order for the student to be promoted, based on standards previously established by the district, the decision of the committee must be unanimous. Whether the student is retained or promoted, an educational plan for the student will be designed to enable the student to perform at grade level by the end of the next school year. [See policies at EIE.]

Certain students—some with disabilities and some with limited English proficiency—may be eligible for exemptions, accommodations, or deferred testing. For more information, see the principal, counselor, or special education director.

A Personal Graduation Plan (PGP) will be prepared for any student in a middle school or beyond who did not perform satisfactorily on a state-mandated assessment or is determined by the district as not likely to earn a high school diploma before the fifth school year following enrollment in grade 9. The PGP will be designed and implemented by a guidance counselor, teacher, or other staff member designated by the principal. The plan will, among other items, identify the student’s educational goals, address the parent’s educational expectations for the student, and outline an intensive instruction program for the student. [For additional information, see the counselor or principal and policy EIF (LEGAL).]

RELEASE OF STUDENTS FROM SCHOOL

Because class time is important, doctor’s appointments should be scheduled, if possible, at times when the student will not miss instructional time.

A student who will need to leave school during the day must bring a note from his or her parent that morning and follow the campus sign-out procedures before leaving the campus. Otherwise, a student will not be released from school at times other than at the end of the school day. Unless the principal has granted approval because of extenuating circumstances, a student will not regularly be released before the end of the instructional day.

If a student becomes ill during the school day, the student should receive permission from the teacher before reporting to the school nurse. The nurse will decide whether or not the student should be sent home and will notify the student’s parent.

REPORT CARDS / PROGRESS REPORTS AND CONFERENCES

Report cards with each student’s grades or performance and absences in each class or subject are issued to parents at least once every nine weeks.

At the end of the first three weeks of a grading period, parents will be given a written progress report if their child’s performance is near or below 70, or is below the expected level of performance. If the student receives a grade lower than 70 in any class or subject at the end of a grading period, the parent will be requested to schedule a conference with the teacher of that class or subject. [See **Working Together** on page 3 for how to schedule a conference.]

Teachers follow grading guidelines that have been approved by the principal and are designed to reflect each student’s academic achievement for the grading period, semester, or course. State law provides that a test or course grade issued by a teacher cannot be

changed unless the board determines that the grade was arbitrary or contains an error, or that the teacher did not follow the district's grading policy. [See policy EIA (LOCAL).]

Questions about grade calculation should first be discussed with the teacher; if the question is not resolved, the student or parent may request a conference with the principal in accordance with FNG (LOCAL).

The report card or unsatisfactory progress report will state whether tutorials are required for a student who receives a grade lower than 70 in a class or subject.

Report cards and unsatisfactory progress reports must be signed by the parent and should be returned to the school within three days.

RETALIATION

[See **Dating Violence, Discrimination, Harassment, and Retaliation** on page 24.]

SAFETY

Student safety on campus and at school-related events is a high priority of the district. Although the district has implemented safety procedures, the cooperation of students is essential to ensuring school safety. A student should:

- Avoid conduct that is likely to put the student or other students at risk.
- Follow the behavioral standards in this handbook and the *Student Code of Conduct*, as well as any additional rules for behavior and safety set by the principal, teachers, or bus drivers.
- Remain alert to and promptly report to a teacher or the principal any safety hazards, such as intruders on campus or threats made by any person toward a student or staff member.
- Know emergency evacuation routes and signals.
- Follow immediately the instructions of teachers, bus drivers, and other district employees who are overseeing the welfare of students.

Accident Insurance

Soon after the school year begins, parents will have the opportunity to purchase low-cost accident insurance that would help meet medical expenses in the event of injury to their child.

Drills: Fire, Tornado, and Other Emergencies

From time to time, students, teachers, and other district employees will participate in drills of emergency procedures. When the alarm is sounded, students should follow the direction of teachers or others in charge quickly, quietly, and in an orderly manner.

Fire Drill Bells

Siren	leave the building
Voice command	halt; stand at attention
Voice command	return to the classroom

Tornado Drill Bells

Voice command	move quietly but quickly to the designated locations
Voice command	return to the classroom

Emergency Medical Treatment and Information

If a student has a medical emergency at school or a school-related activity when the parent cannot be reached, the school would need to have 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.

Emergency School-Closing Information

The superintendent or designee shall have the authority to dismiss school for a day or for longer periods of time, if necessary, in case of unusual or emergency situations. In the event such actions require the alteration of the school calendar, the Superintendent shall prepare recommendations to the Board for approval of a revised annual calendar as soon as practical. The school calendar can be found on the district website (www.lagovistaisd.net). The calendar includes two bad weather days that if not used as make up days for emergency closing of school are holidays.

Announcements of school closings on bad weather days will be made to all area media. In addition, you may sign up for FlashAlert to receive emergency information via email or text message to your cell phone. You may access information to sign up for FlashAlert via the district website at www.lagovistaisd.net.

SAT, ACT, AND OTHER STANDARDIZED TESTS

Many colleges require either the American College Test (ACT) or the Scholastic Aptitude Test (SAT) for admission. Students are encouraged to talk with the counselor early during their junior year to determine the appropriate exam to take; these exams are usually taken at the end of the junior year. (Prior to enrollment in a Texas public college or university, most students must take a standardized test, such as the Texas Higher Education Assessment [THEA]).

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.

The following areas are open to students before school:

- Lago Vista Elementary School – gym beginning at 7:15 AM
- Lago Vista Middle and High School – cafeteria beginning at 7:30 AM
- All campuses for tutorials arranged by individual teachers.

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.

After dismissal of school in the afternoon, and unless involved in an activity under the supervision of a teacher, students must leave campus immediately.

Conduct Before and After School

Teachers and administrators have full authority over student conduct at before- or after-school activities on district premises and at school-sponsored events off district premises, such as play rehearsals, club meetings, athletic practices, and special study groups or tutorials. Students are subject to the same rules of conduct that apply during the instructional day and 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.

Use of Hallways During Class Time

Loitering or standing in the halls during class is not permitted. During class time, a student must have a hall pass to be outside the classroom for any purpose. Failure to obtain a pass will result in disciplinary action in accordance with the *Student Code of Conduct*.

Cafeteria Services

The district participates in the National School Lunch Program and offers students nutritionally balanced lunches daily. Free and reduced-price lunches are available based on financial need. Information about a student's participation is confidential. See campus secretary or administrative secretary to apply.

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

Library

The library is a learning laboratory with books, computers, magazines, and other materials available for classroom assignments, projects, and reading or listening pleasure. The library is open for independent student use during the following times with a teacher permit:

- Lago Vista Elementary School Monday through Friday 7:45 AM-3:00 PM
- Lago Vista Secondary Schools Monday through Friday 7:45 AM-4:00 PM

Meetings of Noncurriculum-Related Groups

Student-organized, student-led noncurriculum-related groups are permitted to meet during the hours designated by the principal before and after school. These groups must comply with the requirements of policy FNAB (LOCAL).

A list of these groups is available in the principal's office.

SEARCHES

In the interest of promoting student safety and attempting to ensure that schools are safe and drug free, district officials may from time to time conduct searches. Such searches are conducted without a warrant and as permitted by law.

Students' Desks and Lockers

Students' desks and lockers are school property and remain under the control and jurisdiction of the school even when assigned to an individual student.

Students are fully responsible for the security and contents of their assigned desks and lockers. Students must be certain that their lockers are locked, and that the combinations are not available to others.

Searches of desks or lockers may be conducted at any time there is reasonable cause to believe that they contain articles or materials prohibited by policy, whether or not a student is present.

The parent will be notified if any prohibited items are found in the student's desk or locker.

Vehicles on Campus

Vehicles parked on school property are under the jurisdiction of the school. School officials may search any vehicle any time there is reasonable cause to do so, with or without the permission of the student. A student has full responsibility for the security and content of his or her vehicle and must make certain that it is locked and that the keys are not given to others. [See also the *Student Code of Conduct*.]

Trained Dogs

The district will use trained dogs to alert school officials to the presence of prohibited or illegal items, including drugs and alcohol. At any time, trained dogs may be used around lockers and the areas around vehicles parked on school property. Searches of classrooms, common areas, or student belongings may also be conducted by trained dogs when students are not present. An item in a classroom, a locker, or a vehicle to which a trained dog alerts may be searched by school officials.

Metal Detectors

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

Drug-Testing

The LVISD Board of Trustees has adopted a program for random drug testing. See the policy at the district website at www.lagovistaisd.net.

[For further information, see policy FNF (LOCAL). Also, see **Steroids**, on page 47.]

SPECIAL PROGRAMS

The district provides special programs for gifted and talented students, homeless students, bilingual students, migrant students, students with limited English proficiency, dyslexic students, 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 should contact campus principal.

STEROIDS

State law prohibits students from possessing, dispensing, delivering, or administering an anabolic steroid. Anabolic steroids are for medical use only, and only a physician can prescribe use.

Body building, muscle enhancement, or the increase of muscle bulk or strength through the use of an anabolic steroid or human growth hormone by a healthy student is not a valid medical use and is a criminal offense.

Students participating in UIL athletic competition may be subject to random steroid testing. [More information on the UIL testing program may be found on the UIL Web site at http://www.uil.utexas.edu/athletics/health/steroid_information.html.](http://www.uil.utexas.edu/athletics/health/steroid_information.html)

STUDENT SPEAKERS

The district provides students the opportunity to introduce the following school events: student elections and student recognition programs. Students are eligible to introduce these events if they are in the highest two grade levels of the school, volunteer to speak and are not in a disciplinary placement or suspension from any extracurricular activity at the time of the speaking event.

A student who is eligible and wishes to introduce one of the school events listed above should submit his or her name to the principal during the first week of the fall semester and/or spring semester. The names of all students who volunteered will be randomly drawn and matched to the event for which the student will give the introduction. If the selected student speaker declines or becomes ineligible, then no student introduction will be made at that event. The selection of students to introduce school events will occur at the beginning of each semester.

As determined by the principal, students who have been selected for special honors, such as captain of an athletic team, student council officers, leaders of school-sponsored organizations, homecoming king or queen, or prom king or queen may also address school audiences at designated events.

[See FNA (LOCAL)]

SUMMER SCHOOL

Summer school is provided for those students who demonstrate a need for additional help in core academic areas, particularly reading and mathematics. Only those students recommended by the campus principal are eligible to attend summer school. Tuition is charged for summer school unless students are attending because they did not meet the promotion standard on the state assessment. Summer school is offered to other students only if the number of students needing extra help justifies the cost of providing the summer program.

TAKS (TEXAS ASSESSMENT OF KNOWLEDGE AND SKILLS)

In addition to routine tests and other measures of achievement, students at certain grade levels will take state-mandated tests (such as TAKS: the Texas Assessment of Knowledge and Skills) in the following subjects:

- Mathematics, annually in grades 3–11
- Reading, annually in grades 3–9
- Writing, including spelling and grammar, in grades 4 and 7
- English language arts in grades 10 and 11
- Social studies in grades 8, 10, and 11
- Science in grades 5, 8, 10, and 11
- Any other subject and grade required by federal law

[See policy EKB (LEGAL).]

TARDINESS

Repeated instances of tardiness will result in disciplinary action. Please refer to the individual handbook supplements for campus specifics.

TEXTBOOKS

State-approved textbooks are provided to students free of charge for each subject or class. Books must be covered by the student, as directed by the teacher, and treated with care. A student who is issued a damaged book should report the damage to the teacher. Any student failing to return a book issued by the school loses the right to free textbooks until the book is returned or paid for by the parent; however, the student will be provided textbooks for use at school during the school day.

TRANSFERS

[See **Other Parental Rights**, on page 9, and **Options and Requirements for Providing Assistance to Students Who Have Learning Difficulties or Who Need or May Need Special Education**, on page 9, for other transfer options.]

TRANSPORTATION

School-Sponsored Trips

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.

Buses and Other School Vehicles

The district makes school bus transportation available to all students living two or more miles from school. This service is provided at no cost to students. Bus routes and any subsequent changes are posted at the school.

A parent may also designate a child-care facility or grandparent's residence as the regular pickup and drop-off location for his or her child. The designated facility or residence must be on an approved stop on an approved route. For information on bus routes and stops or to designate an alternate pickup or drop-off location, you may contact Durham Transportation at 267-7707..

See the *Student Code of Conduct* for provisions regarding transportation to the Disciplinary Alternative Education Program (DAEP). Students are expected to assist district staff in ensuring that buses remain in good condition and that transportation is provided safely. When riding in district vehicles, students are held to behavioral standards established in this handbook and the *Student Code of Conduct*. Students must:

- Follow the driver’s directions at all times.
- Enter and leave the bus or van in an orderly manner at the designated stop nearest home.
- Keep feet, books, instrument cases, and other objects out of the aisle.
- Not deface the bus, van, or its equipment.
- Not put head, hands, arms, or legs out of the window, hold any object out of the window, or throw objects within or out of the bus or van.
- Not possess or use any form of tobacco on school buses.
- Observe all usual classroom rules.
- Be seated while the vehicle is moving.
- Fasten their seat belts.
- Wait for the driver’s signal upon leaving the bus or van and before crossing in front of the vehicle.

Misconduct will be punished in accordance with the *Student Code of Conduct*; bus-riding privileges may be suspended.

VANDALISM

The taxpayers of the community have made a sustained financial commitment for the construction and upkeep of school facilities. To ensure that school facilities can serve those for whom they are intended—both this year and for years to come—littering, defacing, or damaging school property is not tolerated. Students will be required to pay for damages they cause and will be subject to criminal proceedings as well as disciplinary consequences in accordance with the *Student Code of Conduct*.

VIDEO CAMERAS

For safety purposes, video/audio equipment may be used to monitor student behavior on buses and in common areas on campus. Students will not be told when the equipment is being used.

The principal will review the video/audio recordings routinely and document student misconduct. Discipline will be in accordance with the *Student Code of Conduct*.

VISITORS TO THE SCHOOL

General Visitors

Parents and others are welcome to visit district schools. For the safety of those within the school and to avoid disruption of instructional time, all visitors must first report to the principal's office and must comply with all applicable district policies and procedures. **See appendix for guidelines on use of electronic identification system used at each campus.**

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

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

Visitors Participating in Special Programs for Students

On High School Career Day, the district invites representatives from colleges and universities and other higher education institutions, prospective employers, and military recruiters to present information to interested students.

WITHDRAWING FROM SCHOOL

A student under 18 may be withdrawn from school only by a parent. The school requests notice from the parent at least three days in advance so that records and documents may be prepared. The parent may obtain a withdrawal form from the principal's office.

On the student's last day, the withdrawal form must be presented to each teacher for current grade averages and book clearance; to the librarian to ensure a clear library record; to the clinic for health records; to the counselor for the last report card and course clearance; and finally, to the principal. A copy of the withdrawal form will be given to the student, and a copy will be placed in the student's permanent record. A student who is 18 or older, who is married, or who has been declared by a court to be an emancipated minor, may withdraw without parental signature.

GLOSSARY

Accelerated instruction is an intensive supplemental program designed to address the needs of an individual student in acquiring the knowledge and skills required at his or her grade level.

ACT refers to one of the two most frequently used college or university admissions exams: the American College Test. The test may be a requirement for admission to certain colleges or universities.

Alternative assessment instrument, developed by the state, may be given to students in special education and students identified as limited English proficient.

ARD is the admission, review, and dismissal committee convened for each student who is identified as needing a full and individual evaluation for special education services. The eligible student's parents are part of the committee.

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

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

FERPA refers to the federal Family Educational Rights and Privacy Act that grants specific privacy protections to student records. The law contains certain exceptions, such as for directory information, unless a student's parent or a student 18 or older directs the school not to release directory information.

IEP is the written record of the Individualized Education Program prepared by the ARD committee for a student with disabilities who is eligible for special education services. The IEP contains several parts, such as a statement of the student's present educational performance; a statement of measurable annual goals, with short-term objectives; the special education and related services and supplemental aids and services to be provided, and program modifications or support by school personnel; a statement regarding how the student's progress will be measured and how the parents will be kept informed; modifications to state or districtwide tests, etc.

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

NCLB Act is the federal No Child Left Behind Act of 2001.

Personal Graduation Plan (PGP) is recommended for all students entering grade 9 and is required by state law for any student in middle school or higher who fails a section on a state-mandated test or is identified by the district as not likely to earn a high school diploma before the fifth school year after he or she begins grade 9.

SAT refers to one of the two most frequently used college or university admissions exams: the Scholastic Aptitude Test. The test may be a requirement for admissions to certain colleges or universities.

Section 504 is the federal law that prohibits discrimination against a student with a disability, requiring schools to provide opportunities for equal services, programs, and participation in activities. Unless the student is determined by an ARD committee to be eligible for special education services, appropriate regular educational services will be provided.

State-mandated tests are required of students at certain grade levels and in specified subjects. Successful performance sometimes is a condition of promotion, and passing the grade 11 exit-level test is a condition of graduation. Students have multiple opportunities to take the tests if necessary for promotion or graduation.

Student Code of Conduct is developed with the advice of the district-level committee and adopted by the board; identifies the circumstances, consistent with law, when a student may be removed from the classroom or campus. It also sets out the conditions that authorize or require the principal or another administrator to place the student in a DAEP. It outlines conditions for out-of-school suspension and for expulsion, and states whether self-defense is a consideration in suspension, DAEP placement, or expulsion. The *Student Code of Conduct* also addresses notice to the parent regarding a student's violation of one of its provisions.

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

UIL refers to the University Interscholastic League, the statewide voluntary nonprofit organization that oversees educational extracurricular academic, athletic, and music contests.

**APPENDIX I:
DISTRICT LEVEL STAFF AND TRUSTEES**

Board of Trustees		District Personnel			
David Scott	President	Barbara Qualls, Ph. D. Superintendent	267-8300	Donna Larkin High School Principal	267-8315
David Baker	Vice President	Sandra Apperley, Ph. D. Assistant Superintendent	267-8300	Steve Elder Asst. Principal LVMS/LVHS	267-8315
Tami Hood	Secretary	Robert Zingelmann Director of Finance	267-8300	Paul Bixler Middle School Principal	267-8305
Tom Rugel	Trustee	Valerie Guerra Coordinator of Special Ed.	267-8369	Beth Mohler Intermediate Elem. Principal/Director of Federal Programs	267-8340
Jerrell Roque	Trustee	Alan Haire Athletic Director	267-8315	Heather Stoner Primary Elem. Principal	267-8340
Laura Vincent	Trustee	Sheryl Doyal Director of Technology	267-8302	Peggy Matthews Instructional Technology Specialist	267-8360
Michael Wells	Trustee	Tyra Becker Purchasing	267-8338	Mark Beall Maintenance	267-8322
		Jorjan Hendrix Testing Coordinator	267-8311	AUXILIARY STAFF	
		Betsy Brown PIEMS, Payroll	267-8339	Julie Blaylock Food Service	267-8312
		Kimberly Ratcliff Administrative Asst.	267-8300	Loy Beene Durham Transportation	267-7707
		Holly Hans Jackson Web/AEIS-IT	267-8337	Custodial Services	267-8300

APPENDIX II

LAGO VISTA INDEPENDENT SCHOOL DISTRICT

Standards of Attire

DRESS CODE - BOARD POLICY FNCA

Student dress is largely a matter of personal judgment and taste. Clothing should conform to reasonable standards of modesty, cleanliness, good taste, and safety. Student dress will be considered acceptable if it does not violate the following principles:

1. Articles of clothing must not cause a distraction nor be a health or safety hazard.
2. Student appearance must not interfere with the instructional program.
3. Hair style must be:
 - a. Clean and well groomed and out of the eyes.
 - b. Any desired length that does not interfere with safety.

Specific standards of dress are as follows:

1. Dresses and non-uniform clothing must be of sufficient length to allow for performing normal school functions without immodest exposure. All outer garments (skirts, shorts, dresses, shirts worn over tights, etc.) are required to be **no shorter than fingertip** length. Spandex shorts and tights are allowed only with an outer garment that meets the fingertip policy. Undergarments must not be visible. Garters and garter belts are considered undergarments.
2. Modesty will prevail. No see through materials, low cut dresses, low cut/see through shirts, etc. Clothing that is frayed, torn, or with holes is prohibited.
3. Halter tops, low cut tops, and other similar clothing which reveals bare midriffs, bare backs, and low cut fronts may not be worn.
4. Clothing should be of the appropriate size. Clothing cannot be baggy or saggy, worn low on the body, nor drag on the ground.

5. Shirts will be buttoned properly. Tank tops are **NOT** permitted. No sleeveless shirts are allowed at the Middle and High School Campuses.
6. **Trench coats are PROHIBITED.**
7. Hats and/or caps **will not be worn during the academic school day.**
8. No bandannas, rags, gloves, kerchiefs, or gang-related decorative articles. No visible gang-related tattoos.
9. Hanging wallet chains, banging belt ends, spiked/studded belts, bracelets, necklaces, chain belts, handcuffs; or sharp/heavy rings are not permitted.
10. Visible body piercing, with the exception of earrings, is prohibited.
11. Sunglasses may not be worn in school buildings without specific recommendation from a doctor.
12. Mustaches, beards, and sideburns must be well groomed. Grooming is at the discretion of the principal.
13. Shoes that mark the floor are prohibited.
14. Student dress or jewelry may not display information pertaining to profanity, obscenity, sexual connotations, ethnic slurs, death, tobacco, alcohol or other prohibited substances.

Lago Vista ISD administration and faculty will use discretion in reporting and dealing with any clothing which may disrupt, interfere with, disturb or distract from school activities. Questions concerning this dress code will be interpreted by the professional staff.

Grievances will be heard by a grievance committee. School administration will seek student and teacher input when recommending revisions to the dress code. Students wishing to recommend changes are to make their recommendation through the Student Council or campus advisory committee.

APPENDIX III: AGREEMENT FOR THE ACCEPTABLE USE OF THE ELECTRONIC COMMUNICATION SYSTEM

The following agreement for acceptable use of computers, networks, and system resources, including the Internet, shall apply to all Lago Vista ISD staff and students. All technology equipment shall be used under the supervision of the District Technology Director. Any user who violates any condition of this policy is subject to disciplinary action or administrative sanctions as specified in the Student Code of Conduct, the LVISD Employee Handbook, and Board policy. In addition to any other disciplinary action taken, the Technology Department reserves the right to terminate access to system resources for any user who violates these guidelines. **Use of the District's computers, networks, and system resources, including the Internet will be monitored by District staff.**

1. The individual in whose name a system account is issued will be responsible at all times for its proper use.
2. Users shall not let other persons use their name, logon, password, or files for any reason (unless authorized staff members.)
3. Users shall not use others' system accounts or try to discover another user's password.
4. Users shall not erase, rename, or make unusable anyone else's computer files, programs or disks.
5. Users shall not use system resources for any non-instructional or non-administrative purpose, including, but not limited to: personal email account access (such as Hotmail, AOL, Yahoo, etc), instant messaging, online shopping, or personal use of streaming video such as online radio stations or video broadcasts.
6. Users may not install, download, copy, or distribute copyrighted materials such as software, audio or video, files, graphics, and text without the express written permission of the copyright owner and the permission of the site administrator.
7. Users shall not use the system for illegal purposes, in support of illegal activities, or for any other activity prohibited by District policy and guidelines.
8. Users shall not write, produce, generate, copy, propagate, or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system or software. Such software is often called a bug, virus, worm, or other name.
9. Users shall not use system resources to purposefully distribute, create, or copy messages or materials that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal.
10. Users shall not use system resources to purposefully access materials that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal. The District provides filtering mechanisms to help prevent accidental access to such materials. However, in the event that accidental access to prohibited materials occurs, users are expected to immediately discontinue such access and report the incident to the supervising teacher or site administrator.
11. Users shall not intentionally damage the system, damage information belonging to others, misuse system resources, or allow others to misuse system resources.
12. Users shall not alter or vandalize computers, networks, printers, or other associated equipment and system resources. Alteration or vandalism includes, but is not limited to: removal of parts, intentional destruction of equipment, altering system settings or software, installing unauthorized or unlicensed software or programs, attempting to degrade or disrupt system performance, or attempting to make system resources unusable.
13. Users shall not remove technology equipment (hardware or software) from its location without written permission of the site administrator.
14. Users shall not use system resources to distribute or provide personal information or addresses that others may use inappropriately.

15. Users should be aware that electronic mail (email), and all other files stored on LVISD's network are the property of LVISD. Users should not send any messages or create any files they would not want to be made public. Users with email access must purge their email files on a regular basis.
16. Users shall not use system resources for the forgery or attempted forgery of email messages. Attempts to read, delete, copy, or modify the email of other system users, deliberate interference with the ability of other users to send/receive mail, or the use of another person's email account is prohibited.
17. Users with district email access shall not waste the District's resources by inappropriate use of the network for sending and receiving a large number of personal messages, including using group email lists to send non-administrative or non-instructional messages to other users.
18. Users should be aware that the inappropriate use of electronic information resources can be a violation of local, state, or federal laws. Violations can lead to prosecution.

Policies CQ (LEGAL) and (LOCAL) were approved by the Lago Vista Board of Trustees in August 2001. Copies of these policies may be found in the Board Policy Manual.

STUDENT AGREEMENT: I understand and will abide by the AGREEMENT FOR THE ACCEPTABLE USE OF THE ELECTRONIC COMMUNICATION SYSTEM. I further understand that any violation of this policy may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary action and/or legal action may be taken.

In consideration for the privilege of using the District's electronic communications system and in consideration for having access to the public networks, I hereby release the District, its operators, and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my use of, or inability to use, the system, including, without limitation, the type of damages identified in the District's policy.

Please sign the appropriate portion of the student enrollment form to indicate that you have read online or received the Policy for Acceptable Use of Computers and Networks. You understand that this free access is designed for educational purposes. However, you also recognize that it is impossible to restrict access to all controversial materials. You also agree not to hold Lago Vista ISD or any of its employees nor any of the institutions or networks providing access to electronic information responsible for the performance of the system or the content of any materials accessed through it.

APPENDIX IV

Visitor Identification System

The Raptor Technologies, Inc. visitor software (V-Soft) program is installed at all campus sites. It is designed to monitor all visitors to the campus and to identify anyone who does not have the right to be on the campus. There are three primary aspects of this program: 1) to maintain a registry of all visitors to the campus; 2) to identify any Registered Sexual Offender (RSO) attempting to gain access; and, 3) to identify any person who might attempt access but who is restricted due to any number of reasons, such as parental custodial matters or court-ordered restrictions, as identified by the campus Principal and input into the V-Soft system by the campus office staff (this process is identified within the V-Soft system as a “private alert”).

Any and all visitors during the school day must be entered into the V-Soft system.

Visitors to a campus must provide a valid state- or government-issued photo identification card before being granted access into the school (exceptions are noted within this guide). Examples of acceptable identification include the following: driver license, state ID card, concealed handgun license, military ID, government ID, Mexico driver license (Matricula Consular; see the following website: <http://www.tea.state.tx.us/ged/Misc/MexicoMatriculaCard.pdf>), and any number of current alien registration receipt cards (e.g., Alien Registration Card, Form I-551 (revisions from August 1989 or January 1992); Permanent Resident’s Card, Form I-551; Employment Authorization Card, Form I-688A; Temporary Resident Card, Form I-688, etc. Please refer to the following website: <http://apmp.berkeley.edu/APMP/refdocs/travidentdocs.ins.pdf>.) If a visitor should attempt to use a photo identification other than one described herein, the campus office staff should contact the campus administrator for authorization.

APPENDIX V:

Forms

Acknowledgement of receipt of the LVISD Student Handbook is found on the student enrollment form. Please sign this portion of the enrollment form to indicate you have received the handbook.

Please sign all other forms in this appendix, remove them from the handbook, and return them to the campus office.

Use of Student Work in District Publications

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

Parent: Please circle one of the choices below:

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

Parent signature: _____

Date: _____

Please sign and date this page, remove it from the handbook, and return it to the student's school.

For School Sponsored Purposes

For the following purposes: student recognition activities, yearbook or student newspaper, printed programs for extracurricular activities, news releases to local media, Lago Vista ISD has designated the following information as directory information:

Student Name	Date and place of birth
Photograph	Major field of study
Degrees	Dates of attendance
Honors and awards received	Grade level
Most recent educational institution attended	
Participation in officially recognized activities and sports	
Weight and height of members of athletic teams	

Directory information identified only for limited school-sponsored purposes remains otherwise confidential and will not be released to the public without the consent of the parent or eligible student.

Parent: Please circle one of the choices below:

I, parent of _____ (*student's name*), (do give) (do not give) the district permission to use the information in the above list for the specified school-sponsored purposes. (If I granted permission, I have marked through the items I do not want released.)

Parent signature _____ Date _____

Please sign and date this page, remove it from the handbook, and return it to the student's school.

For All Other Purposes

For all other purposes, Lago Vista ISD has designated the same information as directory information.

Student Name	Date and place of birth
Photograph	Major field of study
Degrees	Dates of attendance
Honors and awards received	Grade level
Most recent educational institution attended	
Participation in officially recognized activities and sports	
Weight and height of members of athletic teams	

Parent: Please circle one of the choices below:

I, parent of _____ (student's name), (do give) (do not give) the district permission to release directory information list in response to requests unrelated to school-sponsored purposes. (If I granted permission, I have marked through the items I do not want released.)

Parent signature _____ Date _____

Please sign and date this page, remove it from the handbook, and return it to the student's school.

**Parent's Response Regarding Release of Student Information
to Military Recruiters and Institutions of Higher Education**

Federal law requires that the district release to military recruiters and institutions of higher education, upon request, the name, address, and phone number of secondary school students enrolled in the district, unless the parent or eligible student directs the district not to release information to these types of requestors without prior written consent. [See **Release of Student Information to Military Recruiters and Institutions of Higher Education** on page 8 for more information.]

Parent: Please complete the following only if you do not want your child's information released to a military recruiter or an institution of higher education without your prior consent.

I, parent of _____ (*student's name*), request that the district **not** release my child's name, address, and telephone number to a military recruiter or institutions of higher education upon their request without my prior written consent.

Parent signature _____ Date _____

Please sign and date this page, remove it from the handbook, and return it to the student's school.



Manor Independent School District
www.manorisd.net

Superintendent
Andrew B. Kim

Board of Trustees

President
Desiree Cornelius-Fisher

Vice President
Ben Arellano

Secretary
John A. Jonse

Melinda Fiebig

Wendy Hutchinson

Michael O'Brien

Matildy Samaripa

August 6, 2008

BARBARA QUALLS
SUPERINTENDENT-LAGO VISTA ISD
PO BOX 4929
LAGO VISTA, TX 78645-0009

My name is Desiree Cornelius-Fisher and I currently serve the Manor ISD as the board president. I am extremely thankful for the countless hours of dedication that you provide as a leader in your school district. I believe that we have one of the best jobs in the world where we have the opportunity to work collaboratively to uplift the lives of our children. Truly we have an awesome responsibility. We have much to celebrate about public education, yet today, we are faced with many challenges ranging from accountability to transportation. For this very reason, I respectfully seek your support for the vacant TASB Board of Director for Region 13 Position C to provide not only leadership, and a voice to our concerns.

I have served as a Manor ISD Trustee since 1999. I have earned more than 153 hours of continuing education credit since 1999. In that time, I have been involved in the following leadership opportunities:

- Key member of team that negotiated with Governor of Texas and Samsung to obtain \$5 Million for Manor ISD
- Board Vice-President, MISD
- Board Secretary, MISD
- Graduate of Leadership TASB
- Graduate of Leadership Austin
- Vice-President of the Manor Education Foundation
- Committee Chair of the Finance Committee for Manor ISD
- Vice-President of the Board of Trustee of Manor ISD

TASB is a leading organization vital to the success of our school districts. Today the issues of school finance and accountability alone are critical and I will ensure that our voice is heard. We need to lay the foundation for future leadership development with specific focus on secondary education and central office. I have the ability and commitment to listen and voice our collective concerns appropriately for the benefit of our children. I believe in the mission of school districts and TASB, and Region XIII will be a model for all of Texas and the nation.

I thank you for this opportunity to request your endorsement for the TASB Board. Please feel free to contact me at 512.278.4002 or email me at desi_greg@yahoo.com.

Respectfully,

Desiree Cornelius-Fisher
Manor ISD Board President

P.O. Box 359 * Manor, Texas 78653 * Phone: (512) 278-4000 * Fax: (512) 278-4017

Andrew B. Kim - Superintendent * (512) 278-4002 * andrew.kim@manorisd.net



Manor Independent School District
www.manorisd.net

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Matildy Samaripa

August 6, 2008

BARBARA QUALLS
SUPERINTENDENT-LAGO VISTA ISD
PO BOX 4929
LAGO VISTA, TX 78645-0009

On behalf of the Manor Independent School District Board of Trustees and myself, I am honored to have a member of our board of Trustees seeking a position on the TASB Board of Directors. Desiree Cornelius-Fisher is seeking the position of Region 13 Position C, TASB Board of Directors. Ms. Cornelius-Fisher has served on the Manor ISD Board of Trustees since 1999, was Board Secretary and Vice President, and is currently serving as our Board President.

Desiree Cornelius-Fisher has worked diligently as a Trustee for Manor ISD over the past nine years and would be an outstanding candidate for the TASB Board. As a community leader, Ms. Cornelius-Fisher has been involved with promoting positive outcomes within the Greater City of Austin. She has maintained a collaborative relationship with regional legislatures and local officials throughout her career. Recently, Ms. Cornelius-Fisher was actively involved in working with the Governor's Office, the Greater Austin Chamber of Commerce, Manor Education Foundation, Texas Education Agency and Samsung Semiconductor in their efforts to expand operations and provide tax revenue to the Manor ISD. As a result, Manor ISD has benefited from a \$1 Million scholarship donation and \$4 million grant opportunities for the district through the Texas Science, Technology, Engineering and Mathematics (T-STEM) initiative.

Ms. Cornelius-Fisher has established a relationship with TASB and is aware of the role of a TASB Director. She has completed and graduated from Leadership TASB. She is a true advocate and desires to work on issues that are important to the Central Texas region. Manor ISD is a fast-growth district and as a result Ms. Cornelius-Fisher is acutely involved with current issues facing our school districts: school finance, facilities, and accountability. In the end, she is a consensus builder, collaborator, and works to build networks for a positive future.

The MISD Board unanimously endorses Ms. Cornelius-Fisher. Manor ISD respectfully requests your endorsement of Ms. Cornelius-Fisher for Region 13 Position C, of the TASB Board of Directors. If I may be of further assistance, please contact my office.

Sincerely,

Andrew Kim
Superintendent of Schools

P.O. Box 359 * Manor, Texas 78653 * Phone: (512) 278-4000 * Fax: (512) 278-4017

Andrew B. Kim - Superintendent * (512) 278-4002 * andrew.kim@manorisd.net

July 24, 2008

Greetings from Pflugerville ISD!

I am writing to seek your support of Vernagene Mott for the position of Director, TASB Region XIII, Position C.

As superintendent, I have the pleasure of working closely with Ms. Mott. In the nearly three years I have known her, she has demonstrated outstanding leadership, and I believe those qualities will serve her well as a member of the TASB Board of Directors.

Ms. Mott is currently serving her second term on the Pflugerville Board, and second year as Board Secretary. She has provided a consistent voice for District students, staff, and other stakeholders since her election in 2005. Ms. Mott rarely misses board meetings, and is a fixture at school and community events. Through her leadership, Pflugerville formed the Pflugerville Education Foundation, an organization that provides resources to promote excellence in education.

As a graduate of Pflugerville High School, and retired educator, Ms. Mott is a member of families whose roots in Pflugerville and Central Texas date back more than 100 years. She is a respected voice in our community, and has actively participated in Pflugerville's growth from a sleepy rural district to a booming Austin suburb with 27 campuses. Because of her experiences, Ms. Mott is able to understand the unique needs of districts large and small.

Her acute awareness of the challenges faced by teachers and administrators makes her a tireless champion of educators, and a fierce advocate of Texas public schools. Ms. Mott understands where education has been, and has a clear vision of where it must go to prepare an increasingly diverse student population for their future in our world.

Ms. Mott is an active member of TASB, and has participated in numerous training events and grassroots committee meetings. She is also a member of the Leadership TASB Class of 2006 – a Master Trustee. Through her involvement with TASB, she has established contacts in districts throughout the state. She enjoys and cultivates these relationships that allow her to compare notes and to glean best practices implemented in other districts and regions.

Ms. Mott's passion for education is undeniable, and her commitment to community service is unparalleled. Her leadership skills, understanding of school district needs and dedication to improving public education make her the perfect candidate for a position on the TASB Board of Directors.

Therefore, the PISD Board of Trustees unanimously and wholeheartedly supports Ms. Mott, and respectfully seeks your formal endorsement of her candidacy through appropriate Board action and submission of such to TASB by the stated August 29 deadline.

Sincerely,



Charles E. Dupre

TO: Board Presidents and Superintendents, TASB Region 13
FROM: Vernagene Mott, Pflugerville ISD
DATE: July 4, 2008
SUBJECT: TASB Director Vacancy, Region 13, Position C

I, Vernagene Mott, have filed the necessary forms as a candidate for TASB Director, Region 13, Position C. I seek your endorsement and hope the tan form you received from Hershawna Turner, Administrative Assistant at TASB, will be completed with my name. The submission deadline to TASB is August 29, 2008. Note the endorsement includes the President's signature and date of the meeting the endorsement was acted upon.

A few items of interest regarding myself:

- I am currently in my 2nd term on the PISD Board - 2nd year as Secretary; no opposition in last election;
- 2007 LTASB Master Trustee;
- Organizer and Charter Member of the Pflugerville Education Foundation;
- Committee member to develop/implement the new superintendent evaluation instrument;
- 2007 Lifetime Achievement Award Recipient of Greater Pflugerville Chamber of Commerce;
- Retired High School Math/Chemistry Teacher (35yrs); Dept. Chair, NHS Sponsor;
- Hobbies: music, gardening, grandchildren, history (published one book, second in plans);
- E3 Alliance in Central Texas participant;
- Commitment in attendance and preparation for meetings;
- Attendance at State and National Conventions; NSBA-FRNC;
- PISD has grown from a small district to over 20,000 students today (two 5A and one 4A high schools)

Through TASB events, I have had the opportunity to meet dedicated board members and staff who have inspired me by their action and commitment to the education of Texas students. I am anxious and excited to actively join them in promoting the mission, beliefs and purpose of the organization in a unified manner. I believe my past experiences, my flexible schedule, and positive open-minded adaptable personality would make me a candidate worthy of your consideration.

I would be happy to visit with your board if you would share with me your July or August meeting time and place.

Please forward this letter to your entire board. They may refer specific questions to my e-mail (vernagene.mott@pflugervilleisd.net)

With appreciation of your endorsement,

Vernagene Mott

Vernagene Mott
Pflugerville ISD Trustee, Place 4
512-251-3682



Johnson City Independent School District

"Building for the Future"

David Shanley
Superintendent

P.O. Box 498
Johnson City, Texas 78636
(830) 868-7410
Fax: (830) 868-7375
Email: shanley@johnsoncity.txed.net

July 7, 2008

The Johnson City ISD Board of Trustees and I are proud to support Mrs. Cynthia Keene as a candidate for the position of Region XIII Position C, TASB Board of Directors. With eleven consecutive years of service as a board member, and vice president since May of 2006, Mrs. Keene has proven to be a tireless advocate for public schools.

Throughout Mrs. Keene's service to JCISD she has taken every opportunity to attend trainings and stay aware of the issues facing public schools. She has graciously been the district's delegate for the majority of TASA/TASB conferences, is a member of the School Board Advocacy Network and Legislative Action Committee. During her service as a board member, Mrs. Keene worked diligently to aide in the passing of a ten million dollar bond to build a new high school and remodel existing facilities. In a small community with limited resources, she still considers this one of her greatest accomplishments. Most recently, Mrs. Keene was recommended by a board member from Gonzalez ISD to participate in Leadership TASB. With unanimous support from her fellow trustees, Mrs. Keene immediately applied believing that it is only through active involvement that she can she become a stronger advocate for public education.

To her credit, Mrs. Keene also has a long history of community service. Many of these organizations have strong ties to the educational policy-making board. For example, as President of the Johnson City Library Board since 1995 she was instrumental in raising funds to build a new library. The ground breaking ceremony was held this summer! Mrs. Keene is also a member of the Johnson City Education Foundation and an avid supporter of the Blanco County Youth Show.

Cynthia Keene is very aware of the challenges facing public education and is dedicated to finding solutions that make public schools more effective. As a mother of three she has successfully managed both parenthood and civic duty. She has experience in leadership roles that serve not only the community, but Johnson City ISD as well. She knows the critical questions to ask and how to work as an effective team member, and it is this experience and sense of commitment to the betterment of public schools that has prepared her for the responsibility of serving as a TASB Director.

The JCISD Board of Trustees unanimously endorses Mrs. Keene's nomination for Region XIII Position C, of the TASB Board of Directors and respectfully asks for your endorsement as well. If you would like to contact me regarding this endorsement, please do not hesitate to call my office.

Sincerely,

David Shanley
Superintendent of Schools

Lago Vista Independent School District

Regular Board Meeting

July 14, 2008

The Board of Trustees of Lago Vista Independent School District met in regular session at 7:00 PM on July 14, 2008 in the Board Room at Viking Hall of Lago Vista ISD in Lago Vista, Texas.

Mr. Scott called the meeting to order at 7:28 PM. The board went immediately into closed session to consult with their attorney. The board came out of closed session at 7:56 PM and took a five minute recess.

Members Present: David Scott, President
Mike Wells, Vice-President
Tami Hood, Secretary
David Baker
Jerrell Roque
Laura Vincent
Tom Rugel

Also Present: Barbara Qualls, Superintendent
Sandy Apperley, Assistant Superintendent
Robert Zingelmann, Director of Finance
Donna Larkin, High School Principal
Paul Bixler, Middle School Principal
Beth Mohler, Intermediate Elementary Principal
Heather Stoner, Primary Elementary Principal
Steve Elder, Secondary Assistant Principal
Alan Haire, Athletic Director

Mr. Scott led the Pledge of Allegiance, the Pledge to the Texas flag and a moment of silence.

Public Forum: At 8:02 PM, the president opened the floor for citizen comments according to the district's policy for public participation in board meetings. Three citizens spoke. The president closed public forum at 8:10pm.

Closed session

At 8:12 PM, Mr. Scott announced that the board would go into closed session to discuss personnel matters with their attorney.

Open session

The board reconvened in open session at 8:47PM.

The board took no action as a result of discussions in closed session.

Facilities Upgrade and Improvement: The superintendent presented the value engineering proposals from the low bidder, Lago Builders. Barry Nebhut and Dennis Farr, representatives from SHW, responded to questions from trustees regarding the impact of the proposed value engineering. Input from the audience was solicited. The administration recommended that the District accept the contract for the alternate bid of \$421,812.00 with the addition of a metal roof. Mr. Baker moved to accept the recommendation. Mr. Rugel seconded the motion. Discussion followed. Motion passed on a 7-0 roll call vote with David Baker, Jerrell Roque, Tom Rugel, Tami Hood, David Scott, Mike Wells, and Laura Vincent voting for the motion. There were no votes against the motion.

Student Drug Testing Program for school year 2008-2009: The Superintendent presented an updated version of the student drug proposal. Minor changes were made to the original proposal based on input from the parent meeting held on July 1, 2008. Ms. Vincent moved to accept the administration's recommendation that the board tentatively approve the drug testing program proposal so that the administration can begin the process of contracting with a vendor to provide testing. The motion was seconded by Ms. Hood. Motion passed 7-0.

Consider Audit Firm for school year 2008-2009: Mr. Roque moved to accept the administration's recommendation that the district hire the audit firm of Singleton-Moore for one year. Mr. Wells seconded the motion. Mr. Scott disclosed that the firm does the audit work for his place of employment. There is no conflict of interest. Motion passed 7-0.

Motion to extend past 10:00 PM passed 7-0.

Consider Technology Proposal: The Superintendent presented part II of the Technology proposal. Questions and discussion followed. Ms. Vincent moved to accept the administration's recommendation as presented. Motion was seconded by Mr. Baker. Motion passed 7-0.

Consider PDAS Calendar and Appraisals: Ms. Hood moved to accept the proposed PDAS calendar and list of district appraisers as presented by the administration. Motion was seconded by Ms. Vincent. Motion passed 7-0.

Superintendent Report: The superintendent presented an overview of events in the school district. Budget workshops are tentatively scheduled for August 12, 13, and 14 (if needed).

Minutes of previous meetings: Mr. Wells moved to accept the minutes of the regular meeting on June 16, 2008 and the special meeting on June 27, 2008. Ms. Hood seconded the motion. Motion passed 7-0.

Monthly Financial Report: The Director of Finance presented the monthly financial report. Discussion and questions followed. Ms. Vincent moved to accept the finance report. The motion was seconded by Mr. Wells. Motion passed 7-0.

Budget Amendments: The Superintendent presented the proposed budget amendments. Ms. Vincent moved to accept the amendments as presented with the correction of adding the metal roof to the concession stand amendment amount. Mr. Roque seconded the motion. Motion passed 7-0.

Closed Session: Board entered closed session at 11:08 PM to discuss personnel items. Board reconvened in open session at 11:25 PM.

Ms. Hood moved that one year probationary teaching contracts be offered to Bryce Dye, Spencer Tyler, and Stephen Searle and that Joy Smith be hired on an interim basis for the high school. Motion was seconded by Ms. Vincent. Motion passed 7-0.

Adjourn

Ms. Hood moved to adjourn the meeting. Ms. Vincent seconded the motion. Motion passed unanimously. There being no further business, Mr. Scott adjourned the meeting at 11:28 PM.

David Scott, President

Sandy Apperley

LVISD Special Meeting
July 25, 2008
6:00 PM
Board Room at Viking Hall

The Board of Trustees of Lago Vista Independent School District met in special session at 6:00 PM on July 25, 2008 in the Board Room at Viking Hall of Lago Vista ISD in Lago Vista, Texas.

Mr. Scott called the meeting to order at 6:00 and led the Pledge of Allegiance and the Pledge to the Texas flag.

Members Present	David Scott, President
	David Baker, Vice-President
	Tami Hood, Secretary
	Tom Rugel
	Jerrell Roque
	Laura Vincent
	Mike Wells

Also present:	Barbara Qualls,
	Holly Jackson,
	Christine Badillo
	Mike Parker joined the meeting at approximately 6:10.

Closed Session: Mr. Scott announced closed session at 6:01 PM
Reconvened in open session at 7:04 PM. Mike Wells moved to authorize counsel to take action as discussed in closed session. Laura Vincent seconded. There was no discussion and the motion passed on voice vote 7-0.

At 7:05, Tami Hood moved and Jerrell Roque seconded to adjourn the meeting. The motion passed.

Lago Vista ISD

Statement of Revenues and Expenditures - General Fund

As of July 31, 2008

92% Of Fiscal Year

	CURRENT YEAR			% OF BUDGET	PRIOR YEAR		% OF ACTUAL TOTAL
	BUDGET	ACTUAL	BALANCE		BUDGET	CUMULATIVE ACTUAL	
REVENUES							
5710 LOCAL TAX REVENUES	\$ 11,593,005	\$ 11,594,392	\$ (1,387)	100.01%	\$ 12,980,724		99.94%
57XX OTHER LOCAL REVENUES	\$ 356,570	\$ 335,542	\$ 21,028	94.10%	\$ 433,150		120.83%
58XX STATE PROG. REVENUES	\$ 3,311,566	\$ 3,166,656	\$ 144,910	95.62%	\$ 1,418,614		94.72%
59XX FED PROG. REVENUES		\$ -	\$ -		\$ 2,010		
TOTAL REVENUE	\$ 15,261,141	\$ 15,096,590	\$ 164,551	98.92%	\$ 14,832,488		99.92%
EXPENDITURES							
11 INSTRUCTION	\$ 6,491,255	\$ 5,776,017	\$ 715,238	88.98%	\$ 4,701,417		80.77%
12 LIBRARY	\$ 177,097	\$ 162,420	\$ 14,677	91.71%	\$ 146,152		90.52%
13 STAFF DEVELOPMENT	\$ 123,305	\$ 93,961	\$ 29,344	76.20%	\$ 56,205		50.30%
21 INST ADMINISTRATION	\$ 89,008	\$ 81,694	\$ 7,314	91.78%	\$ 70,389		91.41%
23 SCHOOL ADMINISTRATION	\$ 655,457	\$ 583,332	\$ 72,125	89.00%	\$ 545,303		90.19%
31 GUID AND COUNSELING	\$ 316,587	\$ 270,854	\$ 45,733	85.55%	\$ 244,262		85.74%
33 HEALTH SERVICES	\$ 107,828	\$ 93,051	\$ 14,777	86.30%	\$ 76,441		79.33%
34 PUPIL TRANSP - REGULAR	\$ 422,000	\$ 335,272	\$ 86,728	79.45%	\$ 461,198		94.12%
36 CO-CURRICULAR ACT	\$ 367,549	\$ 350,096	\$ 17,453	95.25%	\$ 327,855		91.31%
41 GEN ADMINISTRATION	\$ 580,518	\$ 500,514	\$ 80,004	86.22%	\$ 515,408		92.65%
51 PLANT MAINT & OPERATION	\$ 1,251,259	\$ 1,086,055	\$ 165,204	86.80%	\$ 982,923		87.28%
52 SECURITY	\$ 30,500	\$ 30,087	\$ 413	98.65%	\$ 33,923		99.77%
53 DATA PROCESSING	\$ 90,142	\$ 86,858	\$ 3,284	96.36%	\$ 18,185		98.83%
81 CONSTRUCTION	\$ 448,312	\$ 19,873	\$ 428,439	4.43%	\$ -		0.00%
91 STUDENT ATTENDANCE CR	\$ 4,565,000	\$ 3,706,713	\$ 858,287	81.20%	\$ 3,677,290		78.72%
99 TRAVIS COUNTY APP	\$ 70,000	\$ 70,610	\$ (610)	100.87%	\$ -		#DIV/0!
0 TRANSFER OUT	\$ 37,968	\$ 37,968	\$ -	100.00%			
TOTAL EXPENDITURES	\$ 15,823,785	\$ 13,285,375	\$ 2,538,410	83.96%	\$ 11,856,951		81.71%
1200 EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES - FY 2007-2008							
	\$ 1,811,215				EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES - FY 2006-2007		\$ 1,514,851
3000 BEG FUND BAL 9/1/07							
	\$ 4,862,181				BEG FUND BAL 9/1/06		\$ 3,347,330
3000 END FUND BAL 8/31/08							
	\$ 6,673,396				END FUND BAL 8/31/07		\$ 4,862,181
3510 RESERVED FUND BAL							
	\$ -				RESERVED FUND BAL - FY 2006-2007		\$ 350,000
3600 UNRESERVED FUND BAL							
	\$ 6,673,396				UNRESERVED FUND BAL - FY 2006-2007		\$ 4,512,181

PR Amend
Budget
12987962
358475
1497731

14844168

PR Budget
\$ 5,820,572
\$ 161,466
\$ 111,729
\$ 77,005
\$ 604,598
\$ 284,887
\$ 96,364
\$ 490,000
\$ 359,060
\$ 556,306
\$ 1,126,122
\$ 34,000
\$ 18,400
\$ 98,360
\$ 4,671,648
\$ -

\$14,510,517

**LAGO VISTA INDEPENDENT SCHOOL DISTRICT
TAX COLLECTIONS REPORT
AS OF July 31, 2008**

2007-2008 Original Tax Levy	\$ 13,221,822.05
Delinquent Taxes as of 8/31/2007	1,722,552.29
Total Receivables for 2007-08	\$ 14,944,374.34
Current Year Adjustments	(223,372.44)
Prior Year Adjustments	(38,470.67)
Adjusted Receivables	\$ 14,682,531.23
Total Net Collections To Date (Less P&I)	\$ 12,950,800.63
Outstanding Receivables as of: 07/31/2008	\$ 1,731,730.60

2007-2008 Original Tax Levy	\$ 13,221,822.05
Current Year Adjustments	(223,372.44)
Net Levy	\$ 12,998,449.61

Taxes Collected:	
Maintenance-Current Tax	\$ 10,926,530.73
Debt Service-Current Tax	1,681,004.73
Total Current Tax Levy Collected	\$ 12,607,535.45

Percentage of Current Tax Levy Collected 95.35%

SUMMARY OF BUDGETED COLLECTIONS	BUDGETED	NET COLLECTED	BUDGETED VARIANCE	2007 - 2008 % OF BUDGET COLLECTED	2006 - 2007	Amended Budget	Collected
M & O - Current Tax	\$ 10,966,338.00	\$ 10,935,400.51	\$ 30,937.49	99.72%	98.95%	\$ 12,360,182.00	12,230,954.00
M & O - Prior Year Tax	\$ 346,667.00	\$ 372,042.00	\$ (25,375.00)	107.32%	84.44%	\$ 437,700.00	369,609.00
M & O - P & I	\$ 260,000.00	\$ 261,326.28	\$ (1,326.28)	100.51%	182.76%	\$ 175,080.00	319,969.00
Sub-total	\$ 11,573,005.00	\$ 11,568,768.79	\$ 4,236.21	99.96%	99.60%	\$ 12,972,962.00	12,920,532.00
I & S - Current Tax	\$ 1,687,129.00	\$ 1,678,648.78	\$ 8,480.22	99.50%	107.48%	\$ 1,619,755.83	1,740,919.00
I & S - Prior Year Tax	\$ 53,333.00	\$ 53,721.98	\$ (388.98)	100.73%	84.47%	\$ 62,300.00	52,625.00
I & S - P & I	\$ 40,000.00	\$ 39,468.81	\$ 531.19	98.67%	180.48%	\$ 24,920.00	44,975.00
Sub Total	\$ 1,780,462.00	\$ 1,771,839.57	\$ 8,622.43	99.52%	107.71%	\$ 1,706,975.83	1,838,519.00
Total Collections	\$ 13,353,467.00	\$ 13,340,608.36	\$ 12,858.64	99.90%	100.54%	\$ 14,679,937.83	14,759,051.00

**LAGO VISTA INDEPENDENT SCHOOL DISTRICT
INVESTMENT SCHEDULE
AS OF July 31, 2008**

MONEY MARKET ACCOUNTS

TEXPOOL	Balance	Interest Earned for the Month	APY	June 08 APY
General Fund	\$ 91,057.99	\$ 173.37	2.24%	2.26%
I&S	\$ 185.99	\$ 0.32	2.24%	2.26%

LONESTAR INVESTMENT POOL

General Fund - Liquidity Fund	\$ 1,028.69	\$ 2.13	2.45%	2.52%
General Fund - Liquidity Corp Fund	\$ 6,840,119.09	\$ 15,484.48	2.47%	2.52%
I&S - Liquidity Corporate Fund	\$ 2,215,107.28	\$ 4,595.82	2.47%	2.52%
Capital Projects - Liquidity Corp Fund	\$ 197,291.64	\$ 411.18	2.47%	2.52%

CASH

Sweep Account	\$164,984.99	\$ 206.40	1.90%	2.12%
General Fund	\$ 50,021.27	\$ 21.27	0.60%	0.60%
Capital Projects	\$ 1.00	\$ -	0.60%	0.60%
CP Sweep	\$ 56,125.99	\$ 90.42	1.90%	2.12%
Interest and Sinking	\$ 146.91	\$ 0.06	0.60%	0.60%
Total Cash in Bank	<u>\$271,280.16</u>			

Total Investment Balance

General Fund	\$ 7,147,212.03
I&S	\$ 2,215,440.18
Capital Projects	\$ 253,418.63
Total	\$ 9,616,070.84

Interest Earned

	LSIP	TexPool	Bank	Total
General Fund	\$ 15,486.61	\$ 173.37	\$ 227.67	\$ 15,887.65
I&S	\$ 4,595.82	\$ 0.32	\$ 0.06	\$ 4,596.20
Capital Projects	\$ 7,944.66		\$ 90.42	\$ 8,035.08
Total				<u><u>\$ 28,518.93</u></u>

Board Report
 Comparison of Revenue to Budget
 Lago Vista ISD
 As of July

	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
5000 - RECEIPTS					
5700 - REVENUE-LOCAL & INTERMED					
5710 - LOCAL REAL-PROPERTY TAXES	11,593,005.00	-124,874.44	-11,594,392.02	-1,387.02	100.01%
5730 - TUITION FEES FROM PATRONS	4,000.00	.00	.00	4,000.00	.00%
5740 - INTEREST, RENT, MISC REVENUE	304,620.00	-15,896.08	-310,643.35	-6,023.35	101.98%
5750 - ATHLETIC ACTIIVTY REVENUE	17,000.00	.00	-24,640.88	-7,640.88	144.95%
5760 - OTHER REV FM LOCAL SOURCE	1,500.00	.00	-257.50	1,242.50	17.17%
Total REVENUE-LOCAL & INTERMED	11,920,125.00	-140,770.52	-11,929,933.75	-9,808.75	100.08%
5800 - STATE PROGRAM REVENUES					
5810 - PER CAPITA-FOUNDATION REV	2,927,378.00	-41,967.00	-2,797,604.65	129,773.35	95.57%
5820 - STATE PROGRAM REVENUES	.00	.00	-1,359.17	-1,359.17	.00%
5830 - TRS ON-BEHALF	384,188.00	-34,498.44	-367,692.87	16,495.13	95.71%
Total STATE PROGRAM REVENUES	3,311,566.00	-76,465.44	-3,166,656.69	144,909.31	95.62%
Total Revenue Local-State-Federal	15,231,691.00	-217,235.96	-15,096,590.44	135,100.56	99.11%

Board Report
 Comparison of Expenditures and Encumbrances to Budget
 Lago Vista ISD
 As of July

	Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Expended
6000 - EXPENDITURES						
11 - INSTRUCTION						
6100 - PAYROLL COSTS	-5,715,695.00	400.00	5,007,646.01	505,050.52	-707,648.99	87.61%
6200 - PURCHASE CONTRACTED SVS	-107,450.00	8,774.75	116,805.65	4,672.03	18,130.40	108.71%
6300 - SUPPLIES AND MATERIALS	-277,600.00	102,113.91	276,020.00	35,235.13	100,533.91	99.43%
6400 - OTHER OPERATING EXPENSES	-40,510.00	2,709.76	34,306.22	10,411.62	-3,494.02	84.69%
6600 - CPTL OUTLY LAND BLDG EQUIP	-350,000.00	227,242.00	.00	.00	-122,758.00	.00%
Total Function 11 INSTRUCTION	-6,491,255.00	341,240.42	5,434,777.88	555,369.30	-715,236.70	83.72%
12 - LIBRARY						
6100 - PAYROLL COSTS	-137,062.00	.00	125,736.00	11,556.50	-11,326.00	91.74%
6200 - PURCHASE CONTRACTED SVS	-12,000.00	.00	10,348.86	.00	-1,651.14	86.24%
6300 - SUPPLIES AND MATERIALS	-27,060.00	165.63	25,894.98	28.04	-999.39	95.69%
6400 - OTHER OPERATING EXPENSES	-975.00	.00	440.25	.00	-534.75	45.15%
Total Function 12 LIBRARY	-177,097.00	165.63	162,420.09	11,584.54	-14,511.28	91.71%
13 - CURRICULUM						
6100 - PAYROLL COSTS	-79,805.00	.00	73,307.64	6,760.49	-6,497.36	91.86%
6200 - PURCHASE CONTRACTED SVS	-9,000.00	.00	800.00	.00	-8,200.00	8.89%
6300 - SUPPLIES AND MATERIALS	-11,000.00	.00	1,536.01	22.00	-9,463.99	13.96%
6400 - OTHER OPERATING EXPENSES	-23,500.00	2,123.83	18,318.32	2,373.00	-3,057.85	77.95%
Total Function 13 CURRICULUM	-123,305.00	2,123.83	93,961.97	9,155.49	-27,219.20	76.20%
21 - INSTRUCTIONAL ADMINISTRATION						
6100 - PAYROLL COSTS	-83,658.00	.00	76,491.01	7,004.58	-7,166.99	91.43%
6200 - PURCHASE CONTRACTED SVS	-2,000.00	.00	1,946.77	.00	-53.23	97.34%
6300 - SUPPLIES AND MATERIALS	-2,000.00	.00	1,886.45	.00	-113.55	94.32%
6400 - OTHER OPERATING EXPENSES	-1,350.00	.00	1,370.64	.00	20.64	101.53%
Total Function 21 INSTRUCTIONAL ADMINISTRATION	-89,008.00	.00	81,694.87	7,004.58	-7,313.13	91.78%
23 - CAMPUS ADMINISTRATION						
6100 - PAYROLL COSTS	-631,932.00	.00	570,393.00	51,552.08	-61,539.00	90.26%
6200 - PURCHASE CONTRACTED SVS	-1,475.00	.00	.00	.00	-1,475.00	.00%
6300 - SUPPLIES AND MATERIALS	-15,000.00	572.44	9,158.26	35.98	-5,269.30	61.06%
6400 - OTHER OPERATING EXPENSES	-7,050.00	279.96	3,780.85	797.50	-2,989.19	53.63%
Total Function 23 CAMPUS ADMINISTRATION	-655,457.00	852.40	583,332.11	52,385.56	-71,272.49	89.00%
31 - GUIDANCE AND COUNSELING SVS						
6100 - PAYROLL COSTS	-303,737.00	.00	253,721.69	24,339.77	-50,015.31	83.53%
6200 - PURCHASE CONTRACTED SVS	-1,550.00	.00	550.00	60.00	-1,000.00	35.48%
6300 - SUPPLIES AND MATERIALS	-5,500.00	.00	10,037.38	.00	4,537.38	182.50%
6400 - OTHER OPERATING EXPENSES	-5,800.00	180.00	6,545.72	3,374.87	925.72	112.86%
Total Function 31 GUIDANCE AND COUNSELING SVS	-316,587.00	180.00	270,854.79	27,774.64	-45,552.21	85.55%
33 - HEALTH SERVICES						
6100 - PAYROLL COSTS	-101,828.00	.00	89,971.61	8,528.10	-11,856.39	88.36%
6300 - SUPPLIES AND MATERIALS	-6,000.00	.00	3,079.68	.00	-2,920.32	51.33%
Total Function 33 HEALTH SERVICES	-107,828.00	.00	93,051.29	8,528.10	-14,776.71	86.30%
34 - PUPIL TRANSPORTATION-REGULAR						
6200 - PURCHASE CONTRACTED SVS	-422,000.00	.00	335,272.07	.00	-86,727.93	79.45%
Total Function 34 PUPIL TRANSPORTATION-REGULAR	-422,000.00	.00	335,272.07	.00	-86,727.93	79.45%
36 - CO-CURRICULAR ACTIVITIES						
6100 - PAYROLL COSTS	-153,229.00	.00	145,167.42	11,948.26	-8,061.58	94.74%
6200 - PURCHASE CONTRACTED SVS	-46,070.00	.00	38,141.17	.00	-7,928.83	82.79%
6300 - SUPPLIES AND MATERIALS	-70,360.00	2,221.70	78,043.92	7,024.84	9,905.62	110.92%
6400 - OTHER OPERATING EXPENSES	-97,890.00	1,680.00	88,744.26	-8,001.62	-7,465.74	90.66%
Total Function 36 CO-CURRICULAR ACTIVITIES	-367,549.00	3,901.70	350,096.77	10,971.48	-13,550.53	95.25%
41 - GENERAL ADMINISTRATION						
6100 - PAYROLL COSTS	-346,178.00	.00	337,159.82	29,089.87	-9,018.18	97.39%

Board Report
 Comparison of Expenditures and Encumbrances to Budget
 Lago Vista ISD
 As of July

	Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Expended
6000 - EXPENDITURES						
41 - GENERAL ADMINISTRATION						
6200 - PURCHASE CONTRACTED SVS	-196,140.00	191.70	131,058.48	2,043.40	-64,889.82	66.82%
6300 - SUPPLIES AND MATERIALS	-10,500.00	666.19	11,305.70	1,494.98	1,471.89	107.67%
6400 - OTHER OPERATING EXPENSES	-27,700.00	378.85	20,990.04	1,115.35	-6,331.11	75.78%
Total Function 41 GENERAL ADMINISTRATION	-580,518.00	1,236.74	500,514.04	33,743.60	-78,767.22	86.22%
51 - PLANT MAINTENANCE & OPERATION						
6100 - PAYROLL COSTS	-191,180.00	.00	168,321.05	15,332.85	-22,858.95	88.04%
6200 - PURCHASE CONTRACTED SVS	-875,000.00	61,611.67	759,228.99	70,410.02	-54,159.34	86.77%
6300 - SUPPLIES AND MATERIALS	-92,774.00	2,963.80	54,336.57	7,194.06	-35,473.63	58.57%
6400 - OTHER OPERATING EXPENSES	-52,305.00	.00	58,187.26	2,441.26	5,882.26	111.25%
6600 - CPTL OUTLY LAND BLDG EQUIP	-40,000.00	.00	45,981.78	.00	5,981.78	114.95%
Total Function 51 PLANT MAINTENANCE & OPE	-1,251,259.00	64,575.47	1,086,055.65	95,378.19	-100,627.88	86.80%
52 - SECURITY						
6200 - PURCHASE CONTRACTED SVS	-30,500.00	.00	30,086.97	8,134.56	-413.03	98.65%
Total Function 52 SECURITY	-30,500.00	.00	30,086.97	8,134.56	-413.03	98.65%
53 - DATA PROCESSING						
6200 - PURCHASE CONTRACTED SVS	-10,500.00	.00	12,408.00	.00	1,908.00	118.17%
6300 - SUPPLIES AND MATERIALS	-7,500.00	.00	10,053.99	.00	2,553.99	134.05%
6400 - OTHER OPERATING EXPENSES	-2,750.00	.00	750.00	.00	-2,000.00	27.27%
6600 - CPTL OUTLY LAND BLDG EQUIP	-69,392.16	.00	63,646.08	.00	-5,746.08	91.72%
Total Function 53 DATA PROCESSING	-90,142.16	.00	86,858.07	.00	-3,284.09	96.36%
61 - COMMUNITY SERVICES						
6100 - PAYROLL COSTS	.00	.00	9,782.16	9,782.16	9,782.16	.00%
6300 - SUPPLIES AND MATERIALS	.00	.00	.00	65.25	.00	.00%
6400 - OTHER OPERATING EXPENSES	.00	300.00	40.00	40.00	340.00	.00%
Total Function 61 COMMUNITY SERVICES	.00	300.00	9,822.16	9,887.41	10,122.16	.00%
81 - CAPITAL PROJECTS						
6200 - PURCHASE CONTRACTED SVS	-26,500.00	.00	.00	.00	-26,500.00	.00%
6600 - CPTL OUTLY LAND BLDG EQUIP	-421,812.00	.00	19,872.94	.00	-401,939.06	4.71%
Total Function 81 CAPITAL PROJECTS	-448,312.00	.00	19,872.94	.00	-428,439.06	4.43%
91 - CHAPTER 41 PAYMENT						
6200 - PURCHASE CONTRACTED SVS	-4,565,000.00	.00	3,706,713.00	630,426.00	-858,287.00	81.20%
Total Function 91 CHAPTER 41 PAYMENT	-4,565,000.00	.00	3,706,713.00	630,426.00	-858,287.00	81.20%
99 - PAYMENT TO OTHER GOVERN ENT						
6200 - PURCHASE CONTRACTED SVS	-70,610.00	.00	70,610.06	.00	.06	100.00%
Total Function 99 PAYMENT TO OTHER GOVER	-70,610.00	.00	70,610.06	.00	.06	100.00%
8000 - OTHER USES						
00 - DISTRICT WIDE						
8900 - OTHER USES-TRANSFERS OUT	-37,968.00	.00	37,968.00	.00	.00	100.00%
Total Function 00 DISTRICT WIDE	-37,968.00	.00	37,968.00	.00	.00	100.00%
Total Expenditures	-15,824,395.16	414,576.19	12,953,962.73	1,460,343.45	-2,455,856.24	81.86%

	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
5000 - RECEIPTS					
5700 - REVENUE-LOCAL & INTERMED					
5750 - ATHLETIC ACTIIVTY REVENUE	303,727.00	-642.50	-282,823.45	20,903.55	93.12%
Total REVENUE-LOCAL & INTERMED	303,727.00	-642.50	-282,823.45	20,903.55	93.12%
5800 - STATE PROGRAM REVENUES					
5820 - STATE PROGRAM REVENUES	2,800.00	.00	-2,831.00	-31.00	101.11%
Total STATE PROGRAM REVENUES	2,800.00	.00	-2,831.00	-31.00	101.11%
5900 - FEDERAL PROGRAM REVENUES					
5920 - OBJECT DESCR FOR 5920	149,503.00	.00	-157,832.00	-8,329.00	105.57%
Total FEDERAL PROGRAM REVENUES	149,503.00	.00	-157,832.00	-8,329.00	105.57%
Total Revenue Local-State-Federal	456,030.00	-642.50	-443,486.45	12,543.55	97.25%

	Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Expended
6000 - EXPENDITURES						
35 - FOOD SERVICES						
6100 - PAYROLL COSTS	.00	.00	3,671.52	.00	3,671.52	.00%
6200 - PURCHASE CONTRACTED SVS	-206,398.00	.00	173,504.04	.00	-32,893.96	84.06%
6300 - SUPPLIES AND MATERIALS	-249,632.00	.00	245,095.52	225.00	-4,536.48	98.18%
Total Function 35 FOOD SERVICES	-456,030.00	.00	422,271.08	225.00	-33,758.92	92.60%
Total Expenditures	-456,030.00	.00	422,271.08	225.00	-33,758.92	92.60%

	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
5000 - RECEIPTS					
5700 - REVENUE-LOCAL & INTERMED					
5710 - LOCAL REAL-PROPERTY TAXES	1,780,462.00	-19,119.50	-1,771,839.57	8,622.43	99.52%
5740 - INTEREST, RENT, MISC REVENUE	56,414.00	-4,596.20	-49,768.94	6,645.06	88.22%
Total REVENUE-LOCAL & INTERMED	1,836,876.00	-23,715.70	-1,821,608.51	15,267.49	99.17%
Total Revenue Local-State-Federal	1,836,876.00	-23,715.70	-1,821,608.51	15,267.49	99.17%

Board Report
 Comparison of Expenditures and Encumbrances to Budget
 Lago Vista ISD
 As of July

	Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Expended
6000 - EXPENDITURES						
71 - DEBT SERVICES						
6200 - PURCHASE CONTRACTED SVS	.00	.00	300.00	.00	300.00	.00%
6500 - DEBT SERVICE	-1,836,876.00	.00	229,901.88	.00	-1,606,974.12	12.52%
Total Function 71 DEBT SERVICES	-1,836,876.00	.00	230,201.88	.00	-1,606,674.12	12.53%
Total Expenditures	-1,836,876.00	.00	230,201.88	.00	-1,606,674.12	12.53%

	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
5000 - RECEIPTS					
5700 - REVENUE-LOCAL & INTERMED					
5740 - INTEREST, RENT, MISC REVENUE	.00	-501.60	-11,241.05	-11,241.05	.00%
Total REVENUE-LOCAL & INTERMED	.00	-501.60	-11,241.05	-11,241.05	.00%
7000 - OTHER RESOURCES-NON-OPERATING					
7900 - OTHER RESOURCES/TRANSFER IN					
7910 - OTHER RESOURCES	80,000.00	.00	.00	80,000.00	.00%
Total OTHER RESOURCES/TRANSFER IN	80,000.00	.00	.00	80,000.00	.00%
Total Revenue Local-State-Federal	80,000.00	-501.60	-11,241.05	68,758.95	14.05%

Board Report
 Comparison of Expenditures and Encumbrances to Budget
 Lago Vista ISD
 As of July

	Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Expended
6000 - EXPENDITURES						
81 - CAPITAL PROJECTS						
6200 - PURCHASE CONTRACTED SVS	.00	.00	4,164.25	.00	4,164.25	.00%
6600 - CPTL OUTLY LAND BLDG EQUIP	-310,000.00	.00	213,277.24	.00	-96,722.76	68.80%
Total Function 81 CAPITAL PROJECTS	-310,000.00	.00	217,441.49	.00	-92,558.51	70.14%
Total Expenditures	-310,000.00	.00	217,441.49	.00	-92,558.51	70.14%
End of Report						