

Hudson I.S.D.

2023 - 2024

STUDENT HANDBOOK



HUDSON ISD WEBSITE:

www.hudsonisd.org

Home of the Hornets



"A Community Pursuing Excellence"

AUGUST 2023

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Hudson ISD

2023 - 2024 School Calendar

JULY 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST 2023						
S	M	T	W	T	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER 2023						
S	M	T	W	T	F	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER 2023						
S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER 2023						
S	M	T	W	T	F	S
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August

7 - 11 Teacher Inservice Day

14 - 15 Teacher Inservice Day

16 - 1st Nine Weeks Begins

September

4 - Labor Day Holiday

October

5 - End of 1st Nine Weeks (38 days)

6 - School Holiday

9 - Teacher Inservice Day

10 - 2nd Nine Weeks Begins

November

20 - 24 Thanksgiving Holidays

December

20 - End of 2nd Nine Weeks/Early Dismissal

21 - 29 Christmas Holiday/Winter Break

January

1 - 5 New Year Holiday/Winter Break

8 - Teacher Inservice Day

9 - 3rd Nine Weeks Begins

15 - MLK Holiday

February

2 - No School; 19 - President's Day

March

8 - End of 3rd Nine Weeks

11 - 15 Spring Break

18 - 4th Nine Weeks Begins

29 - Good Friday Holiday

April

1 - No School

May

3 - No School

23 - End of 4th Nine Weeks/Early Dismissal

24 - Teacher Inservice Day

25 - High School Graduation

27 - Memorial Day Holiday

Minutes of Instructional Time: 75,600 Required

Peavy Primary (7:45-3:20) - 77,070 min

Bonner Elementary (7:45-3:20) - 77,070 min

Hudson MS (7:55-3:30) - 77,050 min

Hudson HS (8:00 - 3:35) - 77,040 min

* "Banked Days"- 3

*May 28-31 - Bad Weather Makeup Days (if needed)

1st / 2nd semester 83+ 87 =170 Total Student Days

[Beginning of Nine Weeks;] End of Nine Weeks

JANUARY 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

MARCH 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY 2024						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE 2024						
S	M	T	W	T	F	S
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Board Approved:

1/19/2023



**HUDSON MIDDLE SCHOOL
2023-2024
A/B SCHOOL CALENDAR**



AUGUST						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
14	14	15	{A	B	17	18
20	B	21	A	22	B	23
27	A	28	B	29	A	30

SEPTEMBER						
S	M	T	W	T	F	S
					A	1
3	4	B	5	A	6	7
10	B	11	A	12	B	13
17	A	18	B	19	A	20
24	B	25	A	26	B	27

OCTOBER						
S	M	T	W	T	F	S
1	A	2	B	3	A	4
8	9	{A	B	11	A	12
15	A	16	B	17	A	18
22	B	23	A	24	B	25
29	A	30	B	31		

NOVEMBER						
S	M	T	W	T	F	S
			A	1	B	2
5	B	6	A	7	B	8
12	A	13	B	14	A	15
19	20	21	22	23	24	25
26	B	27	A	28	B	29

DECEMBER						
S	M	T	W	T	F	S
					B	1
3	A	4	B	5	A	6
10	B	11	A	12	B	13
17	A	18	B	19	A	20
24	25	26	27	28	29	30

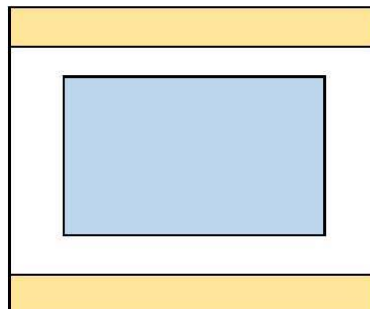
JANUARY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	{B	A	10	B	11
14	15	B	A	17	B	18
21	B	22	A	23	B	24
28	A	29	B	30	A	31

FEBRUARY						
S	M	T	W	T	F	S
				B	1	2
4	A	5	B	6	A	7
11	B	12	A	13	B	14
18	19	A	20	B	A	21
25	A	26	B	A	28	B

MARCH						
S	M	T	W	T	F	S
					A	1
3	B	4	A	5	B	6
10	11	12	13	14	15	16
17	{A	B	A	20	B	21
24	B	25	A	26	B	27

APRIL						
S	M	T	W	T	F	S
	1	B	2	A	3	4
7	B	8	A	9	B	10
14	A	15	B	16	A	17
21	B	22	A	23	B	24
28	A	29	B	30	A	31

MAY						
S	M	T	W	T	F	S
			A	1	B	2
5	A	6	B	7	A	8
12	B	13	A	14	B	15
19	A	20	B	21	A	22
26	27	28	29	30	31	



Teacher Inservice	
Holidays/Breaks	
Early Dismissal	
HS Graduation	

BELL SCHEDULES

Peavy Primary

Bell # 1	7:50 AM	Call to Class
Bell # 2	8:00 AM	Tardy Bell
PreK	10:30-11:15	Lunch*
Kindergarten	11:00-11:50	Lunch*
1st Grade	11:55-12:40	Lunch*
2nd Grade	12:45-1:20	Lunch*
Bell # 3	3:20 PM	Car rider dismissal
Bell # 4	3:30 PM	Bus rider dismissal

**classes have 30-minute staggered lunch times*

Bonner Elementary

Bell # 1	7:45 AM	Class Instruction Starts
Bell # 2	7:50 AM	Tardy Bell
3rd grade	11:00-11:40	Lunch
4th grade	11:50-12:25	Lunch
5th grade	12:35-1:10	Lunch
Bell # 3	3:20 PM	Dismiss car riders & day care bus riders
Bell # 4	3:40 PM	Bus Dismissal

Middle School

Bell # 1	7:50 AM
1st / 6th	7:55-9:25
2nd / 7th	9:30-11:00
3rd / 8th	11:05-1:05
A Lunch	11:05-11:35
B Lunch	11:35-12:05
C Lunch	12:05-12:35
4th / 9th	1:10-2:40
5th / 10th	2:45-3:30

High School

Bell # 1	7:55 AM
Period 1	8:00 – 8:55
Period 2	9:00 – 9:55
Period 3	10:00 – 10:55
Period 4	11:00 – 12:35
A Lunch	10:55 – 11:25
B Lunch	11:30 – 12:00
C Lunch	12:05 – 12:35
Period 5	12:40 – 1:35
Period 6	1:40 – 2:35
Period 7	2:40 – 3:35

DAEP (Disciplinary Alternative Education Placement)

Arrival	7:00 AM
Dismissal	2:00 PM

ADMINISTRATION AND CAMPUS OFFICE INFORMATION

Administration Office:

6735 Ted Trout Drive, Lufkin, Texas 75904

Fax# 936-875-9209

HISD Board Policy Website: <https://pol.tasb.org/PolicyOnline?key=126>

HISD Website: WWW.HUDSONISD.ORG

Donny Webb – Superintendent of Schools

Dr. Barrett Lankford – Assistant Superintendent of Finance & Operations

P. T. Walters – Assistant Superintendent of Staff & Student Services

Richard Crenshaw – High School Principal

Jonathan Davis – Middle School Principal

Kim McCoy – Bonner Elementary Principal

Laura Mikeal – Peavy Primary Principal

Brent McClain – Stubblefield Learning Center Principal

School Directory

Administration Office	936-875-9203 / Fax 936-875-9209
Hudson High School	936-875-9232 / Fax 936-875-9307
Hudson Middle School	936-875-9292 / Fax 936-875-9317
W.H. Bonner Elementary	936-875-9212 / Fax 936-875-9314
W.F. Peavy Primary	936-875-9344 / Fax 936-875-9378
Stubblefield Learning Center	936-634-1100 / Fax 936-634-1102

BOARD OF TRUSTEES

President	Katie Baker
Vice-President	Shawn Penn
Secretary	Rusty Pitts
Member	Aimee Slusher
Member	Chris Smith
Member	Matt Taylor
Member	Reagan McClenny

The Board of Trustees is elected by the citizens of the District to ensure a strong educational program for the District's children. Trustees are elected annually and serve three-year terms. Trustees serve without compensation, must be registered voters, and must reside in the District.

Trustees usually meet the third Thursday of the month in the Administration Board Room. In the event that large attendance is anticipated, the Board may meet in the Auditorium. Special meetings may be called when necessary. A written notice of regular and special meetings will be posted in the Administration Building at least 72 hours before the scheduled meeting time. The written notice will show the date, time, place, and subjects of each meeting. In emergencies, a meeting may be held with a two-hour notice.

All meetings are open to the public. Under the following circumstances, Texas law permits the Board to go into a closed session: to discuss prospective gifts or donations to the school district, real property acquisition, personnel issues including conferences with employees and employee complaints, security matters, student discipline, or to consult with attorneys.

Purpose and Organization

The purpose of this Student Handbook is to give Hudson ISD students and their parents an understanding of the general rules and guidelines for attending and receiving an education in our schools.

The Handbook is organized in the following sections:

- Required Legal Notices and Information
- General Information about admission, attendance, and conduct
- Curriculum and Program Information
- Of Special Interest to Students
- Of Special Interest to Parents

When the Handbook uses “we” or “our,” it means the school district and/or school administrators. When the Handbook uses “you” or “your,” it means the parent, legal guardian, or person who has accepted responsibility for a student, at least in regard to school matters. From time to time, the Handbook will use more general terms, such as “parents” and “school officials.” Regardless of the particular terminology, our intention is to speak directly to you as the adults who are responsible for working with us, the school officials, to make your child’s experience with the Hudson public schools a positive, educational experience.

The Student Handbook has been developed to assist teachers, students, and parents. The content is reviewed by the Board of Trustees and is intended to be consistent with formally adopted school board policies. If there is an apparent contradiction between information in the Handbook and a formally adopted board policy, the school administration will interpret the Handbook in a way that is consistent with policy and may request guidance from the Board of Trustees.

The Student Handbook is not a contract between the school and parents or students. It can be amended at any time at the discretion of the school district. If the district makes changes to the Handbook during a school year, the administration of the district and the campus will communicate those changes in ways that are designed to inform parents and students of the new or revised information.

REQUIRED LEGAL NOTICES

Nondiscrimination: Hudson ISD does not discriminate in its educational programs and services, including its career and technology education programs, on the basis of sex, race, religion, color, national origin, or disability. The District complies with Title IX of the Education Amendments of 1972 and with Section 504 of the Rehabilitation Act of 1973 as amended. Any questions or concerns about the district's compliance with these federal programs should be brought to the attention of the person shown below as Title IX or Section 504 Coordinator.

The Title IX Coordinator for the school district is Donny Webb, whose office is located at Hudson ISD Administration Building and can be reached 936-875-9256. The Section 504 Coordinator for the district is Donny Webb. He can be reached at 936-875-9256.

Homeless Liaison and Title I Participants

Teresa Matthews is our liaison for services to students who are determined to be homeless, as defined by federal law. If you believe your child may be eligible for services or assistance, contact Teresa Matthews at 936-875-9396.

P.T. Walters is our Parent Involvement Coordinator, who works with families and children participating in Title I programs. If you have questions or need assistance, contact P.T. Walters at 936-875-9248.

Career and Technical Education Methods of Administration (MOA):

Hudson ISD offers career and technical education programs in Agriculture, Food and Natural Resources; Architecture and Construction; Arts, A/V Technology and Communication; Business Management and Administration; Education and Training; Finance; Health Science; Hospitality and Tourism; Human Services; Information Technology; Law, Public Safety, Corrections and Security; Manufacturing; and Science, Technology, Engineering & Mathematics (STEM); Transportation, Distribution, and Logistics. Admission to these programs is based on grade placement, aptitude, interest, and the availability of class space.

It is the policy of Hudson ISD not to discriminate on the basis of race, color, national origin, sex, handicap, or age in its vocational programs, services, or activities and provides equal access to the Boy Scouts and other designated youth groups as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975, as amended; and Section 504 of the Rehabilitation Act of 1973, as amended.

Hudson ISD will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all educational and vocational programs. For information about your rights or grievance procedures, contact the Title IX Coordinator, Donny Webb at 6735 Ted Trout Dr Lufkin TX, 75904, 936-875-9256, and/or the Section 504 Coordinator, Donny Webb at 6735 Ted Trout Dr Lufkin TX, 75904, 936-875-9256.

Family Educational Rights and Privacy Act

The school district creates and keeps general education records for all students enrolled in district schools. Those records are confidential and generally are available only to parents and school personnel or people who are acting on behalf of the school district. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. When we say “parents” have a right of access to and copies of all education records pertaining to their children, we mean both biological parents—whether married, divorced, or separated—and any other person who is acting as a parent in the absence of the child’s parent or legal guardian.

Parents control the access to their children’s education records until the child becomes an adult at age 18. When the child reaches age 18, he or she controls the access to his or her records and is the one who can consent to the release of the records to other persons. However, parents continue to have a right to see and obtain a copy their child’s education records so long as the child is a dependent for federal income tax purposes, and, under limited circumstances when there is a threat to the health and safety of the student or other individuals.

If a parent wants to inspect and review a copy his or her child’s education records, he or she should contact the principal of the child’s school if the child is currently enrolled. If the child has withdrawn or graduated, parents should contact the school superintendent for access to records. Records can be reviewed in administrative offices during regular office hours, from 8:00 a.m. to 3:30 p.m., and someone will be available to answer questions about the records.

Originals cannot be removed from the principal’s or superintendent’s office. Copies will be provided to parents within a reasonable time, usually not more than two or three days, after parents have made a written request for copies. A parent or eligible student who submits a written request and pays copying costs of ten cents per page may obtain copies. If circumstances prevent inspection during regular school hours and the student qualifies for free or reduced-price meals, the district will either provide a copy of the records requested or make other arrangements for the parent or student to review the records.

If you disagree with information in your child's records or believe some information is inaccurate, you may ask for a correction. If the principal does not make the correction, you may ask for a hearing with the superintendent to explain why you believe the record is wrong or misleading. If the superintendent does not direct an amendment to be made, you have 30 days to place a comment in the student's record about the information. **Under no circumstances can students or parents use this process to challenge a grade recorded for a student.**

Because parents generally control access to their children's education records, the district ordinarily will not permit access to or copies of educational records without at least one parent's written authorization to release the records. **However, under some circumstances, the district can and will provide access to or copies of education records without parent authorization. The most common circumstances are these:**

- The district will forward education records on request to a public or private school or institution of higher education in which the student seeks or intends to enroll.
- The district may disclose education records to a contractor, consultant, volunteer, or other person who is performing services for the district, who is under the district's control related to the use of the records, and who has complied with district limitations on the re-disclosure of personally identifiable information from education records.
- The district will comply with a lawful subpoena for student education records, but will make reasonable efforts to notify the parents before complying unless the subpoena indicates that parents should not be notified.
- The district will release directory information about students to any person who submits a written request for the information, as provided in the DIRECTORY INFORMATION notice included in this Student Handbook.
- The district will release educational records to a juvenile justice agency in accordance with an agreement with between the district and the agency. The information will be released before the student is adjudicated and will be provided so that the juvenile agency can appropriately serve the student.
- The district will release educational records to "school officials," meaning employees, trustees, or agents of the district, including persons employed in shared services arrangements or cooperatives of which the district is a member, school volunteers, parents or students serving on official committees, and the district's legal counsel, who have a "legitimate educational interest" in the records, meaning they are persons who work directly with your child at school or any school activity, including officials involved in disciplinary or academic decisions affecting your child directly, persons who are compiling statistical data for the district, who are reviewing such records to fulfill their employment responsibilities, or who are investigating or evaluating district programs.

Integrated Pest Management

Hudson ISD periodically applies pesticides inside buildings. Except in an emergency, signs will be posted 48 hours before application. A copy of the district's Integrated Pest Management Policy will be housed in the Principal's Offices of each building, Administration Office, and Maintenance Building. All inquiries concerning this policy should be directed to the Hudson ISD Integrated Pest Management Coordinator, Mr. Eric Boyett at 936-875-9226 or Email: ericboyett@hudsonisd.org.

Asbestos Awareness

Hudson ISD has contracted with ERI Consulting, Inc. for inspection and management plans completed prior to October 1988. Asbestos containing material has been removed or is being managed under an approved management plan. The Asbestos Management Plan may be reviewed in the Maintenance Office.

DIRECTORY INFORMATION

"Directory information" means information that would not generally be considered harmful or an invasion of privacy if disclosed. It includes the student's name, home or physical address, telephone number, photograph, school e-mail address, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous school attended.

Audio and video recordings of extra-curricular and co-curricular performances, such as band, orchestra, and choir concerts; and performances of plays, musicals, or skits are treated as directory information. Video recordings of students made by security cameras on school buses or in common areas of a campus are treated as directory information unless they are used to impose discipline. In that case, the recordings become an educational record of the student or students who are disciplined and are subject to the same restrictions on access and disclosure as any other student education record.

If you do not want the school to release directory information about your child to any person, including military recruiters, college or university recruiters, or businesses conducting marketing activities, you must notify the principal in writing of the category or categories of information that you do not want released. You may not "selectively" opt out of directory information.

If you want to review the school's entire policy regarding student records, please contact the campus principal, who will be glad to provide a copy for you and to answer any questions you may have about the policy or this notice. If you believe the district is not following the law regarding student records, you have the right to file a complaint with the U.S. Department of Education.

Protection of Pupil Rights Amendment: We do not require students to participate in any surveys that are funded by the U.S. Department of Education that concern the following protected areas unless you (or your child if he or she is an adult) give us your prior consent. You will also have the opportunity to inspect the survey in advance. If we administer surveys that concern any of these areas that are funded from other sources, we will give you advance notice of the survey, allow you an opportunity to inspect the survey, and give you an opportunity to opt-out of the survey. The protected areas that are covered by this notice are:

1. political affiliations or beliefs of the student or his or her parent;
2. mental or psychological problems of the student or his or her family;
3. sex behavior or attitudes;
4. illegal, anti-social, self-incriminating, or demeaning behavior;
5. critical appraisals of others with whom the responding students have close family relationships;
6. legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. religious practices, affiliations, or beliefs of the student or his or her parent;
or
8. income, other than as required by law to determine program eligibility.

Invasive Examinations or Screenings: We do not perform any invasive physical examinations or screenings as a condition of attendance. We do perform vision, hearing, acanthosis nigricans, and scoliosis screenings, as required by law. Please contact the principal if you have any questions regarding those screenings.

Teacher Qualifications: You may request the following information, which we will provide to you in a timely manner:

1. Whether your child's teacher(s) have met state qualification and licensing criteria for their grade levels and subject areas.
2. Whether your child's teacher(s) are serving under emergency or other provisional status that is less than full state certification.
3. The bachelor's degree major of your child's teacher(s) and any graduate degrees held, and the field of certification and degree.
4. Whether your child receives services from paraprofessionals and, if so, their qualifications.

Providing Assistance to Students Who Have Learning Difficulties or Who Need Special Education Services:

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 (RtI). The implementation of RtI has the potential to have a positive impact on the ability of districts to meet the needs of all struggling students.

At any time, a parent is entitled to request an evaluation for special education services. The district must respond within 15 school days by either (a) providing the parent an opportunity to give written consent to the evaluation or (b) providing the parent with notice of its refusal to conduct an evaluation. The district must complete the evaluation and the report within 45 school days of the date the district receives the written consent, except that if a student has been absent from school during that period on three or more school days, that period must be extended by the number of school days equal to the number of school days during that period on which the student has been absent. The district must give a copy of the report to the parent.

There is an exception to the 45-school-day timeline. If Hudson ISD receives a parent's consent for the initial evaluation at least 35 but less than 45 school days before the last instructional day of the school year, it must complete the written report and provide a copy of the report to the parent by June 30 of that year. However, if the student is absent from school for three or more days during the evaluation period, the June 30th due date no longer applies. Instead, the general timeline

of 45 school days plus extensions for absences of three or more days will apply. Upon completing the evaluation, the district must give the parent a copy of the evaluation report at no cost.

Additional information regarding special education is available from Hudson ISD in a companion document titled *Parent's Guide to the Admission, Review and Dismissal Process*.

Note: A request for a special education evaluation may be made verbally; it does not need to be made in writing. Districts must still comply with all federal prior-written notices and procedural safeguard requirements as well as the requirements for identifying, locating, and evaluating children who are suspected of having a disability and in need of special education. However, a verbal request does not require the district to respond within the 15 school-day timeline.

If the district determines that the evaluation is not needed, the district will provide the parent with prior written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parent of their rights if they disagree with the district. The district is required to give parents the Notice of Procedural Safeguards—Rights of Parents or Students with Disabilities. Additional information regarding the IDEA is available from the school district in a companion document A Guide to the Admission, Review, and Dismissal Process.

The following websites provide information to those who are seeking information and resources specific to students with disabilities and their families:

- **Texas Project First**
- The Legal Framework for the Child-Centered Special Education Process
- Partners Resource Network
- The Texas Special Education Information Center (SPEDTex)

The designated person to contact regarding options for a child experiencing learning difficulties or a referral for evaluation for special education is:

Contact Person: Christy Lankford

Phone Number: 936-875-9299

GENERAL INFORMATION

Student's Legal Name

While we recognize that there are circumstances when a parent may wish his or her child to be enrolled under a name other than the child's legal name, we are required to maintain all school records for your child under the child's legal surname as shown on the birth certificate or other recognized document to prove the child's identity or as shown in a court order changing the child's name.

Admission, Release, Withdrawal

These are the basic requirements for admission to district schools:

1. The student must live in the district with a parent or legal guardian or one of the student's parents must live in the district, even if the student does not live with that parent.
 - To be eligible for admission based on just the parent's residence in the district, the court that issued a final order in a divorce proceeding must have designated that parent as a joint managing, sole managing, or possessory conservator for the child.
 - The parent enrolling a student based on only the parent's residence in the district must provide a copy of a current order, signed by the judge and showing a file stamp from the court, designating the parent as a joint managing, sole managing, or possessory conservator.
2. The student is under age 18 and, subject to District policy at FD (LOCAL) and FDA (LOCAL), lives in the district with an adult resident of the district who has accepted a Power of Attorney from the child's parent or legal guardian or adult caregiver who has accepted responsibility for the child by an Authorization Agreement in compliance with Texas Family Code Family Code § 34.002. The school district has Power of Attorney forms to be completed by the person the student lives with and the parent.
3. The student is under age 18 and does not reside in the district, but a grandparent who provides a substantial amount of after-school care for the person resides in the district. "Substantial amount of after-school care" means the grandparent provides before-school/after-school care for the student at least five days each school week (Monday – Friday) for at least four hours per day.
4. The student resides with a parent or guardian who is an active member of the U.S. armed forces stationed in a military installation in or adjacent to the district's attendance zone.
5. The student resides with a parent on a residential homestead that is located on a parcel of property with any part of the parcel being located in the school district.
6. A parent, legal guardian, or adult resident who has a valid Power of Attorney for the student must enroll students under the age of 18. Students who are 18 or older, who are legally married, or who have ever been legally married, and who have not graduated from high school can enroll themselves.
7. The adult enrolling the student must present current immunization records.

8. No later than 30 days after a student has been enrolled, the adult enrolling the student must provide a copy of a birth certificate or other acceptable identification for the child and copies of the education records from the school the child last attended.
9. We do not admit underage students to school. Your child must be 5 years old on or before September 1 of the current school year to be admitted to kindergarten. To be admitted to first grade, your child must be 6 years old on or before September 1 of the current year or must have completed kindergarten, or been enrolled in first grade, in the public schools of another state.
10. The district shall not admit into its public schools any person age 21 or older unless otherwise required by law. However, a student who is 21 or younger and who has completed a GED program, but has not graduated from any high school will be admitted.

The application for admission and enrollment forms are official government records and it is a crime to provide false information of any kind or false records for identification. School officials can ask parents or another adult enrolling a student to provide some evidence that they are bona fide residents of the school district.

At the time of enrollment, we will request that you disclose whether your child has a food allergy or a severe food allergy (including the food to which the child is allergic and the nature of the allergic reaction) that, in your judgment, should be disclosed so that district officials may take necessary precautions regarding the child's safety. This information is confidential and will be disclosed only to those employees who need the information to appropriately care for your child.

If school officials have reason to question the legitimacy of a child's residency information, they can investigate to determine the student's actual place of residence. If the district finds that a student is not a district resident, the student will be withdrawn, and school officials will take the necessary legal steps to recover the maximum tuition fee the school district can charge or the amount the board of trustees' budget as an expense per student.

Certain Transfers – Victims of Bullying and Sexual Assault or Students Who Have Engaged in Bullying

If you believe that your child is a victim of bullying (see the definition in the Student Code of Conduct), you may request a transfer to another classroom at the same campus. If we verify that your child is a victim of bullying, the transfer will be granted. Our decision on this kind of transfer is final and cannot be appealed to the board or any other authority.

If another student in the district is convicted of committing a sexual assault or aggravated sexual assault against your child (see definitions in the Student Code of Conduct), you may request that your child be transferred to a neighboring school district. If the request is granted, we will not provide transportation to the new school district. If you do not want to transfer your child, we will take appropriate steps regarding the other student to ensure that both students are not assigned to the same classroom. Our decision on this kind of transfer is final and cannot be appealed to the board or any other authority.

Release During the School Day

Students will be allowed to leave school during the school day only with the permission of the principal or someone in the principal's office that has been given the authority to release students. Parents cannot go directly to their child's classroom and take the child. Teachers do not have the authority to allow children leave their classroom with anyone. If you need to take your child from school before the end of the school day, such as for a medical appointment or a family emergency, you should go to the campus front office and sign the child out. The teacher will send the child to the front office, and he or she will be released to you at that time.

At the time of enrollment, the parent/guardian completing the enrollment forms should list those who are authorized to pick up the child during the school day. **Unless the principal has a current court order signed by a judge, showing an official file stamp with the court, and indicating that a parent's right of access to and possession of his or her child has been limited in some way, the principal will release the child to either parent.**

Students will not be released during the school day to participate in private lessons or other instruction. If you believe you have a special situation that would warrant an exception to this rule, please contact the campus principal to schedule a conference about your situation.

Withdrawing from School

Children who are under age 18 will not be permitted to withdraw from school unless a parent, legal guardian, or other adult with responsibility for the child comes to the school to complete the necessary forms. Students must return all textbooks, instructional material and technology issued and clear any library fines and/or other outstanding fees in order for the school to release an official copy of the student's records.

Students who are age 18 or older, who are legally married, or who have ever been legally married are adults and can withdraw themselves from school.

Attendance Requirements

Regular attendance is critical to your child's success in school. It is also critical to the school district's success because it is a factor in the district and campus rating under the state accountability system and is a significant factor in the amount of state financial aid the district is entitled to receive. In the event of a temporary school closure due to a widespread illness or epidemic, such as COVID-19, all attendance policies will apply to virtual learning on remote platforms and all other forms of distance learning as they would during classroom instruction.

Of course, there are times that children are sick or have other legitimate reasons for being absent from school. All absences require written documentation from the parent, medical personnel, or other agencies.

Excused absences are only those listed in the subsections below or those that are specifically granted by the campus principal.

If a student is absent ten (10) total days for personal illness during the year, additional absences will be classified as 'unexcused' without the written excuse of a doctor or special circumstance approved by the campus principal.

State compulsory attendance laws generally require all children between the ages of six and 19 to attend school each day that school is in session. Pre-Kindergarten and Kindergarten students are subject to compulsory school attendance rules while they are enrolled in school.

School officials aggressively enforce the state compulsory attendance laws. Per state requirements, if your child, age 12 or older, is absent 3 or more days or partial days during a four-week period without excuse, we will implement truancy prevention measures in hope of minimizing the need to refer to truancy court. If your child age 12 or older is absent from school on 10 or more days or partial days within a six-month period in the same school year, the parent will be referred for prosecution for contributing to truancy and your child will be referred to truancy court.

As required by law, you will be notified by letter when your child has three unexcused absences within a four-week period or less to advise you that you must monitor your child's attendance, to inform you that you may be prosecuted, and to request a conference to discuss the absences.

Other Rules and regulations regarding attendance requirements can be found in Chapter 25 of the Texas Education Code and/or District Policy.

Doctor and Dental Appointments: Absences for appointments with doctors, dentists, orthodontists, physical therapists, and other health care professionals will be classified as excused absences if the student returns to school on the same day as the appointment and presents a note from the health care provider stating the time of the appointment and the time the student left the doctor's office. If the appointment is at the end of the school day and the student has been at school all day up to that time, the absence will be excused if the student brings a note from the health care provider the following day. These excused absences include those for a student diagnosed with

autism spectrum disorder, to attend appointments with health care practitioners to receive a generally recognized service for persons with that diagnosis, such as applied behavioral analysis, speech therapy, and occupational therapy. This provision also applies to excuse the absences of students who are parents and are absent to take the student's child for a medical appointment.

Serious or Life-Threatening Illness: Absences resulting from a serious or life-threatening illness or related treatment causing a student's attendance infeasible shall be excused upon presentation of a written certification from a physician licensed to practice medicine in this state specifying the student's illness and the anticipated period of absence. Students who become truant as a result of a serious or life-threatening illness shall not be referred to truancy court but will instead be offered additional counseling.

Religious Holidays: Absences for religious holy days, including up to two days of travel time if necessary, will be classified as excused absences.

Court Appearances: Absences for required court appearances will be classified as excused absences upon presentation of the document to the campus attendance official stating that the student is required to appear in court.

Foster Care Activities: Absences for court-required activities attendant to the student's being in foster care will be classified as excused absences upon presentation to the campus attendance official of a copy of the document requiring the student's attendance at the activities, provided it is not practicable to schedule the activity outside of school hours. Absences are also excused if they are required under a foster care service plan.

Sounding "Taps" at a Veteran's Funeral: Absences by students in grades 6-12 for the purpose of sounding "Taps" at a veteran's funeral with military honors may be excused upon verification that the student provided the service noted.

Citizenship/Naturalization Activities: Absences for appearing at a government office to complete citizenship application paperwork and for taking part in a United States naturalization oath ceremony will be excused upon verification of the student's participation.

Enlistment in Armed Services or National Guard: No more than four absences in the period a student is enrolled in high school will be excused for a student who is 17 years of age or older in order for the student to pursue enlistment in a branch of the armed services of the United States or the Texas National Guard. The absence will be excused upon verification that the student did pursue such enlistment.

Military Deployment: No more than five absences in a school year for visiting with a student's parent, stepparent, or legal guardian who is on active duty and who is called to duty for, on leave from, or immediately returned from a continuous deployment of at least four months away from the person's regular residence will be excused. The absences must occur no earlier than 60 days before the date of deployment or 30 days after the date of return from deployment.

Election Clerk Activities: Students who are serving as election clerks or early voting clerks may receive a maximum of two excused absences in a school year for such activities.

Obtaining a Driver's License: Students aged 15 and older may receive a maximum of one excused absence to visit a driver's license office to obtain a driver's license and up to one excused absence to obtain a learner license. Absences will be excused upon presenting verification of their visit to the campus attendance official.

Attendance and Credit

Separate and apart from the compulsory attendance requirements, students in all K-12 grade levels must attend school a certain amount of time in order to get credit or a final grade for a class for their academic work. State law requires students to be “in attendance” for at least 90 percent of the days or minutes a class is taught during a semester or year. All absences from class, excused or unexcused, are counted in determining whether a student has met attendance requirements for credit or a final grade.

We require students to be in class in attendance 90% of the scheduled days or minutes for course/class credit. Each campus has an attendance committee that will review student attendance records. If the committee decides that extenuating circumstances prevented a student from meeting the minimum attendance for credit standard, the committee can award credit, a final grade or tell the student what additional work or time needs to be completed in order for the student to get credit for the grade level or course. A campus may offer a Saturday school or after school program so students can make up time. If your child needs this program, the principal will provide complete information about the times and date before your child is assigned.

You will be notified when your child is in danger of losing credit because of absences and will have the chance to meet with the attendance committee to discuss your child’s situation.

Tardies

Each campus uses a specific class schedule with differing lengths of instructional periods.

Elementary students arriving after 7:55 a.m. will receive a tardy slip to be admitted to class.

Primary and Elementary students leaving campus prior to afternoon dismissal must be signed out in office. Arriving late or being picked up early will be documented. Students arriving after 9:30 a.m. will be counted absent for the day. Continuous occurrences may result in disciplinary action taken by the principal.

Middle School students arriving late to class, but within the first **15** minutes of the class period, are considered **tardy** and not absent. After **15** minutes the student will be counted **absent** for that period.

High School students arriving late to class, but within the first **10** minutes of the class period, are considered **tardy** and not absent. After **10** minutes the student will be counted **absent** for that period.

Perfect Attendance

To qualify for perfect attendance, a student must be counted present by TEA's definition every period every day.

Conduct and Discipline

Along with this Student Handbook, you may obtain a copy of the Hudson ISD Student Code of Conduct. The Code of Conduct can be found online at www.hudsonisd.org or obtained in the campus office. The Code of Conduct contains the school district's requirements for student conduct and behavior while at school or under the school's jurisdiction. The Code of Conduct explains disciplinary action school officials can take in response to violations of the rules for student conduct and the steps involved in taking disciplinary action. If you have any questions about conduct or discipline rules, please refer to the Code of Conduct or call your child's principal.

A student age 21 or older who has been admitted to district schools to complete the requirements for a high school diploma will not be placed in the district's DAEP in which the district participates for violations of the Code of Conduct. Instead, the district will revoke the student's admission to the district.

Gang-Free Zones

Certain criminal offenses, including gang-related crimes, will be enhanced to the next-highest category of offense if they are committed in a gang-free zone. Gang-free zones include a school bus and any location in, on, or within 1,000 feet of any district-owned or leased property or campus playground.

Dress and Grooming Code

The District has adopted the dress and grooming standards below to ensure that student attire is consistent with an effective educational environment conducive to learning. The District will restrict dress that results in a disruption to learning or provides safety concerns to the student wearing the attire or to other students or staff. Furthermore, we expect students to come to school in clothes that are clean and neat, and we expect students to exhibit basic cleanliness and grooming that will not distract learning or be a health or safety threat to themselves or to other students or staff.

In the event of a temporary school closure due to a widespread illness or epidemic, such as COVID-19, all dress and grooming policies will apply to synchronous (live) virtual learning on remote platforms as they would during classroom instruction.

Extra-curricular activities and organizations may develop guidelines and requirements for participation in their respective organizations, which are above and beyond those required of students, who do not participate in extra-curricular activities or organizations. A copy of these requirements is filed with the principal and given to each student participating in the activity.

Students must comply with the following guidelines during campus hours 7:00 am – 4:00 pm unless specifically authorized by a campus official.

GIRLS are properly dressed in combinations of skirts and blouses, dresses, pant combinations, jump suits, overalls, and walking shorts. Extreme styles of clothing may be dealt with on an individual basis. Length of all apparel (i.e., shorts, skirts, dresses or etc.) must be no higher than 7" from the floor while the student is kneeling. Girls' shirts and blouses must not expose midriff or cleavage.

BOYS are properly dressed in jeans, slacks, suits, dress shirts or sport shirts, walking shorts, jump suits, or overalls. Middle school boys will be clean-shaven except for mustaches. Male high school students will be allowed to wear earrings. All other campuses allow male students to wear small stud earrings. Extreme styles of clothing may be dealt with on an individual basis. Length of all shorts must be no higher than 7" from the floor while the student is kneeling. All pants and shorts must fit securely on the waistline so that they do not drop below the waistline exposing undergarments.

Some students, as a matter of style, choose to wear pants or shorts with fashionable holes or tears. These holes or tears must not be higher than 7" from the floor while the student is kneeling.

All students must wear shoes. Hair should be kept neat, clean, and well styled so that students' eyes are clearly visible at all times. Student's bangs must not fall below eyebrow level; this includes the corner of the eyes. Distracting hairstyles, inappropriate patterns or designs shaved or cut into the hair are prohibited. Inappropriate tattoos must be covered at all times while students are under the school's jurisdiction. Prohibited apparel for grades PreK-12 for boys and girls includes:

- 1) All hats, caps, or hoodies*

*hoodies (sweatshirts with hoods are allowed, however the hoods may not be worn over the head)

- 2) Baggy pants

- 3) Halter-tops

- 4) Spaghetti Straps
- 5) Muscle shirts
- 6) Tube-tops
- 7) Cut-off shorts
- 8) Midriff blouses
- 9) See-through blouses or shirts
- 10) Roller skates, roller blades or roller shoes
- 11) Pajamas or sleepwear
- 12) "Tights"

* Including, but not limited to yoga tights, leggings, jeggings, or form fitting pants. Items such as these may only be worn if clothing worn over the "tights" are within dress code.

- 13) Clothing and accessories such as:
 - Obscene, racial (i.e., confederate flags etc.) offensive slogans or apparel that promotes disruptions, violence, or death (either stated or implied).
 - Displays of alcoholic beverage or tobacco advertisements
 - Displays of marijuana, drug signs, drug slogans, or any other substance that students are prohibited from having or using at school
 - Sexually suggestive pictures, words, or slogans
 - Gang symbols/colors/references
 - Unnaturally colored contact lenses
 - Students will not be allowed to wear body jewelry (i.e., gauges, plugs, tongue rings, *nose rings, eyebrow rings, etc.) *Small nose studs are allowed for female students on the secondary campuses.
 - Pocket or belt loop chains
 - Any extreme leisurewear is prohibited for school dress.
 - Bandanas and do-rags will not be allowed on campuses.

- Sunglasses will not be worn inside buildings

If the principal or designee determines that a student is in violation of the dress code the following procedures will be followed:

All offenses for violation of the dress code may result in the student changing into appropriate clothing to wear and/or being disciplined at the discretion of the campus administrator.

Repeated offenses may result in more serious disciplinary action and confiscation of inappropriate accessories.

All areas of student dress and rapidly changing styles cannot be anticipated or covered in this document. The specific areas addressed are strictly forbidden. Those areas not mentioned remain at the review and discretion of the campus principal or his/her designee.

Cell Phones/Smart Devices

Peavy, Bonner, and Middle School: All cell phones must be turned off and not used or visible during school hours 7:00 am – 3:30 pm unless specified by school administrators. Therefore, cell phones should only be used before 7:00 am or after 3:30 pm and with teacher and administrative authorized permission for instructional purposes. Failure to comply with this policy will result in the confiscation of the cell phone (including SIM card, battery, etc.) for a time period to be determined by each campus. In addition, a fee may be assessed for the phone to be returned to the owner. Also, smart devices, such as, but not limited to, smart watches that send and or receive electronic messages may also fall under this policy. In reference to TEC 37.082, each individual campus shall use discretion in reference to policy for cell phone retrieval.

High School: A student may use their cell phone/electronic device during the school day only during the following times:

- Before school until the Tardy Bell (8:00)
- During the 5 minutes between class periods
- During a student's designated lunch period
- After the Dismissal Bell (3:35)

Students will not be permitted to use their cell phone/electronic device during class time for any reason (social media, listening to music, games, etc.) without the consent of district personnel for instructional purposes only. The usage of cell phones/electronic devices will not be permitted in any location during class time (classroom, bathroom, hallway, etc.). Failure to comply with this policy will result in the confiscation of the cell phone/electronic device for a time period to be determined by campus administration. In addition, a fee may be assessed for the phone to be returned to the owner.

In the event of a temporary school closure due to a widespread illness or epidemic, such as COVID-19, students will not be permitted to use their cell phones during synchronized (live) virtual instruction on virtual learning platforms except as necessary to access remote learning materials.

Electronic Devices

Electronic/digital devices, such as cell phones, iPods, iPads, Kindles, headphones, cameras, MP3 players, tablets, etc., are allowed on campuses for instructional and educational uses during designated times, as set forth by teachers and administrators. Failure to comply will result in the confiscation of the above-mentioned electronic devices for a time period to be determined by each campus. Please be aware that students who bring electronic devices/cell phones to school are responsible for possible loss, theft, or damages of the items while attending a school or a campus function.

**Please note that there are further regulations and liability information in regard to electronic devices that students will be held accountable to on the district website at www.hudsonisd.org within the "Digital Devices Handbook."*

Deliveries to Campus

Students are prohibited from receiving any item that may cause disruption to the learning process. Items that are delivered to school such as balloons, flowers, or gifts for a student will be held in the office. Parents will be contacted to retrieve such items if this occurs.

High School Prom/Winter Formal

Guests of high school juniors/seniors must have principal approval to attend the event. The high school student must make the request in the office at least 7 days in advance of event. No guests over the age of 20 will be permitted to attend.

Harassment of Students

We prohibit students from sexually harassing other students and from sexually harassing employees; we also prohibit harassment based on anyone's race, color, religion, gender, national origin, or disability. Likewise, we prohibit students from bullying each other. Engaging in harassment or in bullying, including cyberbullying is a violation of the Student Code of Conduct. We, of course, prohibit employees from having any kind of sexual contact or romantic relationship with students enrolled in our schools, even if the student is willing and the parents do not object. See the Student Code of Conduct for a complete description of the offense of "harassment" and possible disciplinary consequences.

If you or your child has a complaint about sexual comments, conduct, contact or harassment or any other inappropriate conduct by a school employee, do not hesitate to contact the school principal or the Title IX coordinator whose name appears at the beginning of this Handbook regarding sexual harassment or the superintendent regarding any other harassment or bullying. We will listen to your concern and conduct a prompt investigation, if warranted based on the allegations. We will also look into reports if other students have been making sexual or other harassing comments or engaging in bullying or sexual or other inappropriate conduct. Harassment may ultimately be reported to law enforcement.

Although we will provide you a general report of the results of our investigation of sexual harassment complaints, the same federal law that protects the confidentiality of information about your child (see Family Educational Rights and Privacy Act, p. 11), protects the confidentiality of information about the student you reported for investigation. In other words, we will not ordinarily disclose to you the actual discipline imposed on another student, unless that student's parents give us permission to disclose that information. If the complaint is about an employee's conduct, we will inform you of the results of the investigation and of the general action taken in response if there is a finding of wrongdoing on the employee's part.

Your child's principal can give you a copy of the entire sexual harassment policy and complaint process and will be glad to answer any questions you may have about this subject.

The District's policy on discrimination, harassment, and retaliation is included in this handbook as Appendix A.

Searches of Students, Lockers, and Vehicles on School Property

The principal or other school administrator can search a student's outer clothing, pockets, or property if he or she has a reasonable basis to suspect that the search will reveal evidence that the student has violated a school rule. The scope of the search will be related to the suspected violation.

Lockers are school property and remain under the school's control at all times. Lockers can be searched at any time. The school district reserves the right to have students clean out their lockers two to four times a year. Because students are responsible for any contraband that is

found in their lockers and will be disciplined accordingly, they should not give any other student the combination to their locker or otherwise let anyone else have access to their lockers.

Vehicles parked on school property are also subject to search by the principal or other school administrators if the administrator has a reasonable basis to suspect that there may be contraband of any kind, such as weapons, alcohol, drugs, or any other prohibited substance, in the vehicle.

We periodically bring in trained dogs to sniff around vehicles parked on school property or within 300 feet of school property. If the trained dog alerts to a vehicle, that alert provides a reasonable basis to search the car. We will always ask the student for permission to search when a dog alerts or when we have any reasonable basis, such as a reliable tip, to search the vehicle. If the student does not consent, we will contact a parent and local law enforcement and turn the matter over to the police. Students are responsible for any contraband that is found in a vehicle they have parked on school property and will be disciplined accordingly. Each student driver should be aware of and very careful about what goes on in any vehicle they drive to school.

Questioning Students at School

As school officials, we have the right to question your child about his or her own conduct at school and, in the investigation of alleged misconduct by other students or employees, to question him or her about the conduct of others. We expect students to cooperate in this process, and the refusal to cooperate will be treated as insubordination and disciplined accordingly. We will not ordinarily contact you before questioning your child about his or her own conduct or about the conduct of other students or employees, but certainly will contact you as provided in the Student Code of Conduct if our investigation shows that your child has violated school conduct rules. The Code of Conduct provides a complete explanation of the discipline processes and when you will be contacted. Our investigation of possible violations of the Code of Conduct is not a criminal proceeding, and there is no such thing as “taking the Fifth” or a student’s right not to incriminate himself or herself in a school discipline investigation.

Sometimes law enforcement officials or investigators from Child Protective Services (CPS) ask to interview students at school. In the case of an investigator from Child Protective Services conducting a child abuse or neglect investigation, we are required by state law to permit the investigator to talk to the child at school. We will also make every effort to cooperate with law enforcement officials conducting an investigation that requires talking to students. Ordinarily, we will attempt to contact you before the interview by an outside person takes place. However, if the CPS investigator or the law enforcement official asks or tells us not to contact you, we will comply.

Student Drivers

Students may apply for a parking permit by submitting a copy of a valid driver's license, proof of financial responsibility, and the fee of \$15.00. The fee is not refundable. Students who drive to and from school and who park on school property will be subject to the same initial and random drug testing requirements as students who participate in school-sponsored extracurricular activities. In addition to any other sanctions that may be imposed based on a student driver's participation in school-sponsored extracurricular activities, a student who has a positive test result will not be permitted to park on school property for 30 school days. After this 30-day period and upon subsequent testing with a negative test result, the student will be permitted to park on school property.

District Transportation

All students who use district transportation shall board buses at authorized stops. Authorized bus stops shall be designated annually by the Superintendent or designee. Bus drivers will only load and unload passengers at authorized bus stops.

For temporary changes regarding student transportation, parents are required to submit a notice in writing no later than 1:00 PM on the date the change is to be made to the campus administration. In addition, parents are also required to notify the transportation department by calling (936) 875-9302 or (936) 875-9402.

We provide transportation on school buses to and from school for all children who live in the school district. Riding the bus is a continuation of the school day, and students are required to comply with the school bus rules and the rules found in the Student Code of Conduct while on the bus or at authorized school bus stops while waiting for the bus. Students who misbehave or violate the Code of Conduct and/or Bus Rider Rules while on the bus will be disciplined according to the Code of Conduct and may be suspended from the bus for a period of time determined by the campus administrator and the Transportation Director.

**** In addition to the loss of bus riding privileges, the campus administrator may enforce consequences listed in the Student Code of Conduct.***

Video cameras may be used in District vehicles to promote compliance with the rules of conduct. Videotapes are protected student records subject to the provisions in the Policies and Procedures Manual FL(LEGAL).

Bus Rider rules can be found on-line at https://www.hudsonisd.org/50666_2.

Pledges, Minute of Silence, Prayer, and Meditation

Students shall recite both the pledge to the United States and Texas Flags. The school may exempt a student on written request of the student's parent/guardian. The school will provide for an observance of one minute of silence following the pledges. Students may choose to reflect, pray, meditate, or engage in another silent activity that does not interfere or disturb another student.

Each student has a right to individually, voluntarily, and silently pray or meditate in school or any school activity in a manner that does not disrupt or interfere with the delivery of instruction or other activities in the school. No school employee can or will require, encourage, or coerce a student to engage in or to refrain from such prayer or meditation during any school activity.

Lost, Damaged, or Stolen Personal Items

We ask that you discourage your child from wearing or bringing to school expensive or irreplaceable jewelry, watches, sunglasses, or personal clothing that may be removed during the days, such as winter coats. Students are responsible for all their personal possessions while at school or any school-sponsored or school-related event. **It is important that you understand the school district is not responsible for any personal items that are lost, damaged, or stolen at school or a school-related activity.**

Each campus maintains a "Lost and Found" in the administrative offices; clothing and other items that are turned in as "lost" and not claimed by the end of the school year will be donated to a local charity.

Telephone Use

School telephones are for school business use. Students will be permitted to use school telephones only for emergencies and only with permission. If you call for your child during the school day, we will take a message and deliver it to the student at the end of the class period or other time that will least interfere with instruction.

In the event of a temporary school closure due to a widespread illness or epidemic, such as COVID-19, students will not be permitted to use their cell phones during synchronized (live) virtual instruction on virtual learning platforms except as necessary to access remote learning materials.

Parent Organizations/Volunteer Opportunities

Hudson ISD has an active Parent-Teacher Association/Parent-Teacher Organization/Parent-Teacher-Student-Organization, and we encourage you to actively participate in the group at your child's campus. At the secondary schools, parents have formed booster clubs and organizations to support several types of student activities. We encourage parents to volunteer in our schools. All volunteers must present a valid driver license to be scanned by our Raptor System, which runs a criminal background check.

Authorized Fees

Although the basic cost of your child's public education is provided through local tax revenues, state funding, and some federal funds, we may assess fees for certain kinds of materials and services, as described in the following list:

- a fee to cover the cost of materials when the student makes, builds, or prepares some product that becomes the student's personal property.
- dues for voluntary student organizations and clubs and admission fees to voluntary extracurricular activities.
- security deposits for materials, supplies, or materials that must be returned to the district.
- fees for personal PE equipment and clothing, unless the student provides his or her own clothing and equipment that meets school health and safety standards.
- fees for items of personal use or products a student chooses to purchase, such as student publications, class rings, annuals, and graduation announcements.
- a reasonable fee, not more than the annual cost of maintenance, for school-owned musical instruments and uniforms.
- fees for personal apparel used in extracurricular activities that become the student's personal property, such as cheerleader, pep squad, or drill team uniforms.
- a fee for vehicle identification for cars regularly parked on school property.
- a fee for student identification cards.
- a fee for school-provided driver training courses.
- a fee for an elective course taken for credit if it requires using facilities not available on school premises or employment of an educator who is not part of the regular staff.
- fees for attendance at summer school. If the course is one required for graduation, summer school fees will be assessed if the course is also offered during the regular school year.

- fees, not more than \$50, for attendance in a program offered outside of regular school hours that allows students who have excessive absences that would require losing credit to make up missed instruction and receive credit. This fee will be assessed only if a parent signs a form stating that paying the fee will not create a financial hardship or discourage the student from attending the program.
- a reasonable fee for transporting a student to and from school if the student is not an eligible rider and the district does not receive any state funds for a transportation allotment.

You may request a waiver of any required fee that you are unable to pay by contacting the principal who will determine ability to pay based on the criteria for identifying students who are eligible for participation in the free and reduced-priced school breakfast and lunch program.

CURRICULUM AND PROGRAMS

General Curriculum Information

Hudson ISD operates a Pre-K—12 program that meets all state curriculum requirements. Schools are organized by grade level, with separate campuses for primary (grades PreK-2) elementary (grades 3-5), middle school (grades 6-8), and high school (grades 9-12).

Full-day Kindergarten is available for all children who are at least five years old on or before September 1.

A full-day pre-kindergarten program is available for children who are at least four years old on September 1 and who are eligible because they:

1. They cannot speak or understand English
2. They are homeless as defined by federal law
3. They are educationally disadvantaged
4. they are the child of an active duty member of the armed forces, including a National Guard member ordered to active duty;
5. they are the child of member of the armed forces, including a National Guard member, who was injured or killed while on active duty;
6. they are or ever have been in the conservatorship of the Department of Family and Protective Services, after an adversary proceeding;
7. is the child of a person eligible for the Star of Texas award (seriously injured in the line of duty) as:

- (a) a peace officer under Section 3106.002, Government Code;
- (b) a firefighter under Section 3106.003, Government Code; or
- (c) an emergency medical first responder under Section 3106.004 Government Code.

Structured Physical Activity

Students in grade K-5 will participate in 135 minutes per week or 30 minutes a day of moderate to vigorous physical activity. Structured recess will count towards this requirement. Students in grades 6-8 will participate in at least 30 minutes per day or 135 minutes per week of moderate physical activity for at least four semesters during those grade levels. Additionally, campuses with block scheduling will participate in moderate to vigorous activity for at least 225 minutes during each two-week period. A student who is unable to participate in physical activity because of illness or disability, or a middle school student who participates in an extra-curricular activity with a moderate to vigorous activity component that is considered a structured activity under the rules adopted by the Commissioner of Education may be exempted. As required by state law, we will annually assess the physical fitness of students in grades 3-12. You may request the results for your child in writing at the end of the school year.

Special Programs

To meet the requirements of state and federal law, we also offer several programs designed to meet specific needs of some of our students. We identify students as eligible for one or more of these programs based on assessments made after referrals and recommendations from teachers and counselors and will inform you about the program beforehand. We can also identify students based on an assessment after a request or referral from you. If you have any questions about the referral and identification process for any of the following programs, please contact your child's teacher(s), counselor, or the campus principal.

Special Education: Hudson ISD provides special education and related services for students with disabilities according to individualized plans developed by teachers, parents, school counselors, and other professionals. Hudson ISD decides whether a student needs special education after a complete comprehensive assessment has been done. Parents/Legal Guardians have the right to request an evaluation of their child for Special Education at any time. Please contact Christy Lankford, Coordinator of Special Education at 936-875-9299 or your campus administration to receive full information about our special education programs.

Section 504: Some students who are not eligible for special education and related services may also have disabilities that interfere with their ability to benefit from the regular school program. A committee of educators who have knowledge of the student's needs and limitations will determine what accommodations to the regular method and requirements of instruction are necessary in order for the student to participate. Hudson ISD has standards and procedures in place for the evaluation and placement of students into Section 504 Program. Parents are provided procedural safeguards which include notice, and opportunity to exam relevant records, an impartial hearing with an opportunity for participation by the parent or guardian and representation by counsel, and a review procedure. The designated person to contact regarding options for a child experiencing learning difficulties or a referral for evaluation for Section 504 services is Kelley Phillips, phone number: 936-875-9384.

Bilingual Education/English as a Second Language: English is the basic language of instruction in our schools. Children who have limited English-speaking skills will have access to programs to help them learn to understand, speak, read, and write the English language. At the time of enrollment, you will be asked to complete a Home Language Survey so that we will know whether to take additional steps to be sure your child is properly served.

Gifted and Talented Students: Some children demonstrate or show a potential for demonstrating a remarkably high level of accomplishment when compared to other children of similar age, experience, or environment. These children may perform at a very high level in an intellectual, creative, or artistic area, show an unusually high capacity for leadership, or excel in a particular academic field. We provide a variety of programs, activities, and learning opportunity for these students.

Accelerated or Intensive Instruction/Students At-Risk: Some students do not qualify for special education programs or Section 504 accommodations but still need some additional assistance to be successful in school and complete the high school program. We provide tutorial programs and intensive or accelerated instruction in subjects where students are showing special difficulty and may provide specially focused instruction to improve students' language and math skills.

We will not remove your child from a regularly scheduled class in order to provide remedial tutoring or test preparation if that removal would cause the student to miss the regularly scheduled class more than 10 percent of class time, unless you provide written consent for removal from the class for remedial tutoring or test preparation.

In addition to the circumstances listed above, accelerated instruction will be required during the 2023-2024 school year or subsequent summer 2024 for any student who did not pass STAAR grades 3-8 or EOC assessments. In this case, we will not remove your student from foundation curriculum, recess, or any other physical activity in which your student is participating.

Counseling Programs and Services

Each secondary campus has one or more counselors who are available to help students with questions about planning their course of instruction, completing applications to college or other post-secondary education and training programs, qualifying for scholarships and financial assistance, and solving other academic issues or problems. We also have trained school counselors available to talk and listen to students about situations and experiences that may be affecting their ability to get all they can from their instructional program. We encourage students to seek the assistance of school counselors whenever there is a need. Counselors can also refer students or parents to other sources of assistance.

Standardized Testing

SAT/ACT (Scholastic Aptitude Test and American College Test)

Many colleges require either the American College Test (ACT) or the Scholastic Aptitude Test (SAT) for admission. Students are encouraged to talk with the school 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.

STAAR (State of Texas Assessments of Academic Readiness) Grades 3–8

Texas' student assessment program is designed to measure the extent to which a student has learned and is able to apply the knowledge and skills at each tested grade or course identified in the Texas Essential Knowledge and Skills (TEKS). The state assessment program is fully aligned to the TEKS, the statewide curriculum required to be taught.

Texas has had a statewide student assessment since 1980. In spring 2012, Texas students began taking the State of Texas Assessments of Academic Readiness (STAAR®). The assessments are administered to students in grades 3–8 and high school. As of 2022-2023, STAAR, including STAAR Spanish, is to be administered online only. Online versions with designated supports for Emergent Bilinguals (EBs) and students with disabilities are also available.

The state also offers STAAR Alternate 2 for students who have significant cognitive disabilities and are receiving special education services. For students receiving special education services, the ARD committee will determine testing needs.

The Texas English Language Proficiency Assessment System (TELPAS) and the TELPAS Alternate are provided to assess the progress that ELs make in learning the English language.

The State of Texas Assessments of Academic Readiness (STAAR) program, which was implemented in spring 2012, includes annual assessments for

- reading (includes writing as of 2021-2022) and mathematics, grades 3–8
- science at grades 5 and 8
- social studies at grade 8
- end-of-course (EOC) assessments for English I, English II, Algebra I, Biology and U.S History.

There is no available option under Texas law for students to opt-out of a STAAR exam for any grade level.

See **Promotion, Retention and Award of Credit** on page 39-40 for additional information.

End-of-Course (EOC) Assessments for Students in Grades 9–12

End-of-course (EOC) assessments are administered for the following courses:

- Algebra I
- English I & English II
- Biology
- United States History

Satisfactory performance on the applicable assessments will be required for graduation.

There are three testing windows during the year in which a student may take an EOC assessment, which will occur during the fall, spring, and summer months.

Secondary students in core curriculum courses will take and generally must pass five end-of-course examinations; students who are unsuccessful on no more than two of those assessments may graduate under a plan established by an Individual Graduation Committee. (Students who fail to pass may retake the test each time it is offered).

Additional information regarding performance standards and STAAR assessments can be located on the TEA website, <https://tea.texas.gov/student.assessment/staar/>. There is no available option under Texas law for students to opt-out of a STAAR exam for any grade level.

Also see **Grading and Report Cards** below and **Graduation** on page 46-53 or additional information.

TSI (Texas Success Initiative)

Prior to enrollment in a Texas public college or university, most students must take a standardized test, such as the Texas Success Initiative (TSI). The purpose of the TSI is to assess the reading, mathematics, and writing skills that entering freshmen-level students should have if they are to perform effectively in undergraduate certificate or degree programs in Texas public colleges and universities. This test may be required before a student enrolls in a dual-credit course offered through the district as well.

Grading and Report Cards

Teachers establish their grading standards, including penalties for late work, but those standards must be consistent with guidelines approved by the campus principal. If you have a question about a grade your child receives on an assignment, you should talk first with the teacher. An exam or course grade issued by the teacher is final and will not be changed unless we determine that it was arbitrary, erroneous, or not consistent with the grading standards and policy.

Report cards will be sent home at the end of each grading period. If your child is having trouble in a class, the teacher may ask you to schedule a conference. We encourage you to attend those conferences. Progress reports will no longer be sent to all students. If you choose to receive a progress report by mail, you must submit a written request. A student's grades may be viewed online through **Family Access**. This is a web-based information center designed to allow parents to view their student's grades, attendance and other records.

With the report of grades for the first grading period of the school year, we will inform you of the most recent performance rating of your child's campus under the state's Academic Excellence Indicator System, along with a definition and explanation of each performance rating.

In the event of a temporary school closure due to a widespread illness or an epidemic, such as COVID-19, the Board of Trustees may amend policies for grading and report cards as necessary.

Promotion, Retention, Award of Credit

Students are promoted from grade to grade or awarded credit for a course based on their mastery of the knowledge and skills that help them be successful at the next grade level. On secondary campuses, students receive credit for a course when they have met all the state and local requirements for that credit.

Subject to grade level requirements, students must participate in the state assessment program. Students in the fifth or eighth grade who are taking courses above the student's grade level will substitute subject tests appropriate to the grade level, which may include end-of-course examinations in courses for which the student may receive high school graduation credit. If your child does not pass the STAAR after the first attempt each year, we will provide intensive instruction in your child's area(s) of academic weakness. Contact your principal for more information.

A student may be promoted only on the basis of academic achievement or demonstrated proficiency of the subject matter of the course or grade level. To earn credit in a course, a student must receive a grade of 70 based on course-level or grade-level standards. If a student in grades 1-12 wishes to accelerate to the next grade level or earn course credit without having received prior instruction in the grade level or course, the District shall offer opportunities in accordance with state law and State Board rules for the student to take a Board-approved examination for this purpose. This policy covers the possibility to allow a student to attain course credit through a process termed "credit by examination." Further information regarding additional methods of acquiring credit and grade acceleration can be found in Board Policy Codes EHDC Legal & Local, and EHDB Local as well as the campus administration.

For grades PK-3, parents may elect in writing for their student to repeat the grade the student was enrolled in during the previous year. If the District disagrees with the parent's election to retain their student in any grade or course, the District shall convene a retention committee meeting to discuss the election. Your student will not be retained if you do not attend the retention committee meeting.

In the event of a temporary school closure due to a widespread illness or an epidemic, such as COVID-19, the Board of Trustees may amend policies for grading and promotion, retention, and award of credit as necessary.

Primary, Elementary, and Middle School

To be promoted to the next grade level, a student shall attain for the year, an overall average of 70 on a scale of 100 based upon course-level, grade-level standards (TEKS) for core subject areas and a grade of 70 or above in Reading and Math.

Grades 9-12

To receive credit for a course, a student must maintain an average of 70 or above. Hudson ISD may award credit semester by semester for a full year (one unit) course.

A student in grades 9-12 shall be placed in a below-grade-level course only when meeting (one or more) of the following criteria:

1. The student has scored (one or more) years below grade level on the District's standardized achievement test.
2. The student has failed to demonstrate mastery on (one or more) areas of the most recent STAAR or EOC Test.
3. The student has been recommended, based on prior performance in academic courses, by the teacher, principal, or counselor.

Grade Classification

Students are assigned to specific grade levels when they have earned the appropriate number of credits. Students will be placed in the proper grade at the beginning of the school year. They will remain in that grade level and participate in the activities of that grade level for the remainder of the school year. Senior status will be individually determined based upon expected graduation date. Students falling behind in credits may be required to attend summer school and/or enroll in HHS Credit Recovery Program to earn additional credits.

Grade Placement Units of Credit Earned

Seniors (12) must have earned at least:	19 or more credits
Juniors (11) must have earned at least:	13 – 18.5 credits
Sophomores (10) must have earned at least:	6 – 12.5 credits
Freshman (9) will have earned less than:	0 – 5.5 credits

3 Year Graduates/Early Graduation

To be considered for early graduation, the student is expected to:

- Declare the intent to graduate early by submitting an intent statement to the appropriate grade level counselor. The intent statement must include a plan for early graduation outlining how all graduation requirements shall be met and a statement declaring how the student will benefit from early graduation.

- Student, parent, counselor, and principal must all agree to the plan by signing the submitted intent statement.
- Student must meet the graduation requirements of Hudson ISD, and
- Students must meet state assessment requirements.

Media Facilities, Hours, and Access

Each school has a media center available for student research and study, with resources appropriate for needs of the grades served by the campus. The media center is supervised by a Learning Resource Media Specialist or an aide.

If you have a concern about media materials available to your child, please contact the Learning Resource Media Specialist, teacher, or the campus principal.

Educational Technology and Acceptable Use

We are steadily acquiring computers for school use and access to other instructional and research resources through connections to the Internet and the World Wide Web. These electronic instructional resources are for use at school and for school-related purposes. Before your child is permitted to receive a User Identification and password to use school computers, you and your child must sign a User Agreement that explains acceptable and unacceptable use of school educational technology. You will have the choice to prevent your child from having access to the Internet on school computers.

The following kinds of use of the school's equipment or network are classified as unacceptable under our policy and the User Agreement:

1. Unauthorized use of copyrighted material, including violating District software licensing agreements or installing any personal software on district equipment without approval of the Technology Coordinator.
2. Viewing, posting or distribution of messages that are obscene, vulgar, profane, harassing, sexually oriented, sexually explicit, pornographic, offensive to others, threatening to others, or illegal, because a significant part of the District's educational mission is to inculcate or instill habits and manners of civility and to teach students the boundaries of socially appropriate behavior.

3. Personal political use to advocate for or against a candidate, officeholder, political party, or political position. Research or electronic communications regarding political issues or candidates shall not be a violation when the activity is to fulfill an assignment for class credit.
4. Viewing or participating in social network sites or chat rooms other than those sponsored and overseen by the district.
5. Tampering with anyone else's computer, files, or e-mail.
6. "Hacking," i.e., attempting unauthorized access to any computer whether within the district's network or outside it.
7. Any use that would be unlawful under state or federal law.
8. Unauthorized disclosure, use, or distribution of personal identification information regarding students or employees.
9. Forgery of electronic mail messages or transmission of unsolicited junk e-mail chain messages.
10. Use that violates the student code of conduct.
11. Use related to commercial activities or commercial gain.
12. Advertising for the purchase or sale of any product.
13. Visiting an unauthorized website or any website without permission.

Students who violate the terms of the User Agreement may lose their computer privileges at school, as well as incur consequences under the school's Student Code of Conduct.

Virtual Instruction

In the event the District provides notice of its intent to offer only virtual instruction for more than one grading period during the regular school year, you may transfer your student to another district that provides in-person instruction during the same school year. Such a transfer is contingent upon the receiving district's acceptance of the student as a transfer.

You have the right to view materials used during your child's participation in virtual or remote instruction, as well as a limited right to observe virtual remote instruction in which your child is participating.

OF SPECIAL INTEREST TO STUDENTS

Extracurricular Activities

We offer a variety of school-related extracurricular activities and encourage students to participate in those that are of interest to them. Some activities are closely related to subjects taught in the curriculum; others, such as the Student Council, help students build leadership skills. All of the athletic and sports teams that participate in University Interscholastic League (UIL) athletic competition are extracurricular, as is the Marching Band, cheerleading, and drill team or pep squad. Although most extracurricular activities are designed for secondary students, those in grades 7 to 12, we encourage elementary age students to participate in UIL Academic activities and competitions.

Student clubs and performing groups such as band, choir, dance, 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. Students who have been suspended or assigned to In-School suspension (ISS) may not participate in any extracurricular activities, field trips, rewards incentive activities, or assemblies until they have completed their ISS assignment.

Participation in extracurricular activities is a privilege, not a right. By UIL and board policy, students must make a passing grade in all their classes in each grading period in order to be eligible to participate in any extracurricular performance or competition in the next grading period, unless the failing grade was received in an advanced or honors course, whereas a grade of 60 is required. Students who are ineligible because of one or more grades below 70 will be allowed to practice or rehearse during a suspension but cannot perform or compete. If the student raises the grade(s) to passing within three weeks, he or she will regain eligibility to perform or compete.

Many of our approved extracurricular activities have standards of conduct, dress, and grooming that are stricter than those that apply to all students. You and your child will be informed of those rules at the beginning of the semester, school year, or activity and will be asked to sign a form acknowledging that you are aware of those standards and know that violation of those standards will result in suspension or removal from the activity. These additional rules are authorized by the school board, which has delegated to the superintendent the authority to approve them.

To ensure the health and safety of our student athletes and others who participate in extracurricular activities, we have implemented a random drug-testing program. At the time your child expresses an interest in participation in an activity subject to the drug testing program, you and your child will receive complete information about the program, which is a requirement for participation in affected activities. The U.S. Supreme Court has ruled that schools do not violate the 4th Amendment, prohibiting unreasonable searches, when they

implement a drug testing program for all students who are voluntary participants in extracurricular activities. Please contact the high school principal if you would like more information about this program.

Our secondary schools have established a limited open forum that permits students to meet on school premises during non-instructional time before or after school in groups that are not related to the curriculum. Meetings of these groups must be student-initiated and student-run. School employees cannot be sponsors of these groups, and adults from outside the school system cannot direct, conduct, control, or regularly attend these meetings.

A student shall be allowed in a school year a maximum of ten (10) extracurricular absences not related to post-district competition, a maximum of five (5) absences for post-district competition prior to state, and a maximum of two (2) absences for state competition. Additional absences shall be considered on a case-by-case basis.

Physical Health Screenings/Examinations

For certain extracurricular activities, a student must submit certification from an authorized health-care provider. The certification must state that the student has been examined and is physically able to participate in the relevant program. This examination is required to be submitted annually to the district. Examples include district athletic programs and any district extracurricular program identified by the superintendent.

Student Publications/Distribution of Materials

All materials prepared and published as part of a school's journalism or language arts programs are under the control and supervision of the administration and the Board of Trustees. The principal has final approval authority on all materials published or distributed in the name of the school.

Each campus has an area in the school where non-school publications or materials that have been approved by the principal can be made available to students. Students are not permitted to distribute non-school publications or materials in the classroom or hallways.

Before non-school materials or publications are made available to students in the designated area, they must be submitted to the principal for review and approval. The principal will make a decision within 24 hours of the time the materials are submitted, and his or her failure to act within that time is interpreted as disapproval. If the materials are disapproved, students can appeal to the superintendent, who will decide within three days. The superintendent's failure to respond is interpreted as disapproval, and students can appeal to the board by making a written request for the board to consider the superintendent's decision at the next regular board meeting.

Graduation Plan:

Every student entering ninth grade or above shall, in consultation with a school counselor and the student's parent(s), develop, confirm, and sign a personal graduation plan indicating the student's choice of graduation plans and endorsements. Each plan shall identify a course of study that promotes college and workforce readiness and career placement and advancement. For more complete information, please contact the high school principal or school counselor.

This page is a Summary of Graduation Requirements.

Foundation Plan – 22 Credits	Endorsements – 26 Credits	Distinguished – 26 Credits
<p>Requirements:</p> <p>English Language Arts - 4 Credits</p> <p>English I</p> <p>English II</p> <p>English III</p> <p>Advanced English</p> <p>Mathematics - 3 Credits</p> <p>Algebra I Geometry</p> <p>Advanced Math</p> <p>Social Studies - 3 Credits</p> <p>World History Studies</p> <p>US History Government</p> <p>Economics</p> <p>Science - 3 Credits</p> <p>IPC or Advanced Science</p> <p>Biology</p> <p>Advanced Science</p> <p>Foreign Language or Substitute – 2 credits</p> <p>Year1 Year2</p> <p>Fine Arts - 1 Credit</p> <p>Fine Arts</p> <p>Physical Education – 1 credit</p> <p>Physical Education</p> <p>Electives - 5</p>	<p>Requirements:</p> <ul style="list-style-type: none"> Foundation Program Proper course selection to meet the following areas: <p><u>STEM</u></p> <p>STEM Math - 2 Math credits after Algebra 2 or</p> <p>STEM Science - 2 Science credits after <u>chemistry and physics</u></p> <p><u>Business and Industry</u></p> <p>1 Math credit</p> <p>1 Science credit</p> <p><u>Arts and Humanities</u></p> <p>1 Math credit</p> <p>1 Science credit</p> <p><u>Public Services</u></p> <p>1 Math credit</p> <p>1 Science credit</p> <p><u>Multidisciplinary Studies</u></p> <p>1 Math credit 1 Science credit</p> <p>Additional Credits:</p> <p>Electives - 2 Credits</p>	<p>Requirements:</p> <ul style="list-style-type: none"> Foundation Program At least one endorsement <u>Algebra II must be included</u> <p>Eligible for top 10% Automatic Admission</p>

Graduation Honors/Class Ranking/GPA

Final rank in class, for purpose of determining valedictorian, salutatorian, and honor graduates, is calculated at the completion of the 3rd nine weeks of the senior year and upon receiving final dual credit course grades from Angelina College.

In the event of a temporary school closure due to a widespread illness or epidemic, such as COVID-19, the Board of Trustees and the Hudson ISD administration may amend policies for graduation honors and class ranking as necessary. Under state law, students who are ranked in the top 10% of their graduating class are generally eligible for automatic admission to all Texas state colleges and universities. Beginning with the 2019-2020 school year, all valedictorians, regardless of class size, are guaranteed automatic admission to all state-funded universities in Texas. For students eligible to enroll at the University of Texas at Austin during the summer or fall 2019 term, the University will automatically admit all eligible applicants who are within the top 6% of their high school graduating classes. The counselor will provide more detailed information about this opportunity during a student's first year of high school, including information about eligibility for financial aid. Please contact the counselor at any time for information.

Rank in class for purposes of determining which students are in the top 10% of their graduating class and, thus, eligible for automatic admission to a Texas general academic teaching institution will be calculated at the beginning of the 12th grade, after the completion of 2nd semester of the 12th grade, and at the completion of 3rd nine weeks of the senior year and upon receiving final Dual credit course grades from AC. The number of students in the top 10% for automatic admission to a Texas college will not exceed the mathematical calculation of 10% of the number of students in the graduating class.

Some courses, such as AP courses*, Pre-AP courses, Advanced courses, and Dual credit courses are weighted ten (10) extra points when calculating GPA. We use a weighted grade point/grade average system that is designed to recognize the relative difficulty and effort required for the course. The additional grade point/points on the grade are used solely for ranking purposes and will not be reflected in the grades recorded on your child's official transcript or Academic Achievement Record. ***Only if course is completed and AP exam is taken.

High School Ranking – Students must be enrolled and must attend school in the district for a minimum of two years, both 11th and 12th grades, to be eligible for salutatorian or valedictorian honors.

Grade Point Average Scale:

Grade	Regular Courses	Advanced Courses
100	5.0	6.0
90-99	4.0-4.9	5.0-5.9
80-89	3.0-3.9	4.0-4.9
70-79	2.0-2.9	3.0-3.9
60-69	1.0-1.9	2.0-2.9
50-59	0.0-0.9	1.0-1.9
40-49	0	0.0-0.9

*Only grades of 100 or below are permitted

The valedictorian and salutatorian will be the highest and next highest-ranking eligible student in the graduating class. Eligible students whose class ranking places them in the top ten percent of their graduating class will be recognized as Honor Graduates.

Academic honors for graduation shall be determined by cumulative grade point average calculated two weeks prior to graduation using grades from the last completed grading cycle. All courses that are or may be used to satisfy state graduation requirements will be used in the computation of GPA. This will include CLEP exams, correspondence, dual credit, or online courses pre-approved by the campus administration. Credit by examination, credit recovery courses, and courses that receive only a pass/fail grade shall not be included.

The semester grade is used to determine the number of grade points awarded for each course when calculating the student's grade point average. Grade points earned in courses taken in grades 9-12 are used to determine rank in the graduating class. The following WILL NOT be calculated in the GPA:

- Courses taken prior to grade nine
- Credit recovery
- Credits from non-accredited schools
- Alternative physical education credits

Note: The following provisions shall apply to students beginning with the graduating class of 2027. Board Policy EIC (LOCAL)

Consistent Application for Graduating Class

The District shall apply the same class rank calculation method and rules for local graduation honors for all students in a graduating class, regardless of the school year in which a student first earned high school credit.

Calculation

The District shall include in the calculation of class rank semester grades earned in high school credit courses taken in grades 9–12 only, unless excluded below and only in the following subject areas: English/language arts, mathematics, science, and social studies. The calculation shall include failing grades.

Exclusions

The calculation of class rank shall exclude grades earned in a repeated course, an assigned remediation or tutoring course, any course for which a pass/fail grade is assigned, or through credit by examination, with or without prior instruction.

Weighted Grade System

The District shall categorize and weight eligible courses as Tier I, Tier II, and Tier III in accordance with provisions of this policy and as designated in appropriate District publications.

Tier I

Eligible Advanced Placement (AP) courses shall be categorized and weighted as Tier I courses.

Tier II

Eligible dual credit courses and courses locally designated as honors and advanced shall be categorized and weighted as Tier II courses.

Tier III

All other eligible courses shall be categorized and weighted as Tier III courses.

Weighted Numerical Grade Average

The District shall assign weights to semester grades, including failing grades, earned in eligible courses and calculate a weighted numerical grade average, in accordance with the following:

Category	Weight
Tier I	Plus 10
Tier II	Plus 7
Tier III	Plus 0

The District shall record unweighted numerical grades on student transcripts.

Transferred Grades

When a student transfers semester grades for courses that would be eligible under the Tier III category and the District has accepted the credit, the District shall include the grades in the calculation of class rank.

When a student transfers semester grades for courses that would be eligible to receive additional weight under the District's weighted grade system, the District shall assign additional weight to the grades based on the categories and grade weight system used by the District only if the same or an equivalent course is offered to the same class of students in the District.

Local Graduation Honors

For the purpose of determining honors to be conferred during graduation activities, the District shall calculate class rank in accordance with this policy and administrative regulations by using grades available at the time of calculation at the end of the third nine-week grading period of the senior year.

Grades received in May for dual credit courses shall also be included in the calculation.

For the purpose of applications to institutions of higher education, the District shall also calculate class rank as required by state law. The District's eligibility criteria for local graduation honors shall apply only for local recognitions and shall not restrict class rank for the purpose of automatic admission under state law. [See EIC(LEGAL)]

Valedictorian and Salutatorian

The valedictorian and salutatorian shall be the eligible students with the highest and second-highest rank, respectively. To be eligible for this local graduation honor, a student must:

1. Have been continuously enrolled in the same District high school, by September 1, for the two school years immediately preceding graduation;
2. Be graduating after exactly eight semesters of enrollment in high school; and
3. Have completed the foundation program with the distinguished level of achievement.

Breaking Ties

In case of a tie in weighted numerical grade averages after calculation to the fourth decimal place, the District shall apply the following methods, in this order, to determine recognition as valedictorian or salutatorian:

1. Count the number of AP and dual credit courses taken by each student involved in the tie.
2. Calculate a weighted numerical grade average using only eligible grades in AP and dual credit courses taken by each student involved in the tie.

If the tie is not broken after applying these methods, the District shall recognize all students involved in the tie as sharing the honor and title.

Highest-Ranking Graduate

The student meeting the local eligibility criteria for recognition as the valedictorian shall also be considered the highest-ranking graduate for purposes of receiving the honor graduate certificate from the state of Texas.

Graduation Exercises

Graduation exercises are held at the end of the school year. With one legally required exception, only those students who have completed all state and local requirements for receiving a diploma, including passing the requisite number of end-of-course examinations or fulfilling requirements established by an Individual Graduation Committee, are eligible to participate in graduation exercises. All students who have completed all graduation requirements, whether in three years or four years, are eligible to participate in graduation exercises. Official diplomas are not distributed at the graduation ceremony but must be picked up from the high school administrative office during office hours following the graduation ceremony. High School students must also settle all accounts for monies owed prior to receiving their diploma.

Participation in graduation exercises is a privilege, not a right. Students who do not comply with dress, grooming, and conduct standards for the ceremony will be removed from the ceremony.

Graduating students who were assigned to the district's Disciplinary Alternative Education Program through the end of school year and successfully completed their term of assignment in the DAEP without further disciplinary action will be allowed to take part in graduation ceremonies.

The graduation ceremony is a solemn event commemorating a milestone achievement in the lives of our graduates. The high school administrative team will exercise editorial review and approval of the speeches and other comments to be delivered by the Valedictorian and Salutatorian and any other students.

In the event of a temporary school closure due to a widespread illness or epidemic, such as COVID-19, the Hudson ISD administration may amend procedures for graduation exercises as necessary.

Personal Graduation Plan: If your child is in Middle School and does not perform successfully on any state assessment or if we determine that your child is not likely to receive a high school diploma within the fifth school year following enrollment from the beginning the 9th grade, you will be asked to participate in developing a personal graduation plan for your child. That plan will identify your child's education goals and will take into consideration your educational expectations for your child. Should a personal graduation plan be appropriate for your child, the school counselor and principal will contact you with more specific information.

FAFSA PREREQUISITE TO GRADUATION

Before a student can graduate from high school, he/she must complete and submit a free application for federal student aid (FAFSA) or a Texas application for state financial aid (TASFA). A student will be exempted from this requirement if the student's parent or other person standing in parental relation submits a signed form indicating that the student is authorized to decline to complete and submit the financial aid application. A school counselor, in his/her own discretion, may exempt a student from this requirement. A student may also submit a signed form declining completion of the financial aid application if the student is 18 years of age or older or the student's disabilities of minority have been removed for general purposes under Chapter 31 of the Texas Family Code. Hudson ISD has made available to parents and students a standard form for declining completion of the financial aid application.

Texas First Early High School Completion Program

The purpose of the Texas First Early High School Completion Program, in conjunction with the Texas First Scholarship Program (Texas Education Code, Chapter 56, Subchapter K-1), is to promote efficiency in the state public education system and incentivize the enrollment of high performing students at eligible institutions within the state of Texas.

Please see the following link to a flyer that was developed by the Texas Higher Education Coordinating Board. (<https://reportcenter.highered.texas.gov/agency-publication/miscellaneous/texas-first-diploma-program-flyer/>)

OF SPECIAL INTEREST TO PARENTS

Parent Rights

Academic Programs: You can ask the principal to change your child's teacher or class assignment; however, the principal is not required to make the reassignment and will not do so ordinarily if that change would affect the assignment or reassignment of another student.

You can ask the school board to add a specific academic course to the schedule and offerings. If the administration and the board determine that the course is among those included in the State Board of Education-approved curriculum and that there is sufficient interest in the class to make it economically practical to offer the class, the request will not be unreasonably denied.

You can ask that your child be permitted to attend a class for credit above his or her grade level. If the counselor and child's current and prospective teacher expect that the child can perform satisfactorily in the class, the request will not be unreasonably denied.

Teaching Materials: You may review all teaching materials, textbooks and other teaching aids used in your child's classroom, and you may also review all tests administered to your child after the test is given. To review these materials, please contact the principal, who will make arrangements to provide you access to those materials at school during regular school hours.

Records and Other Information: As we stated in the "Required Notices" section of this Handbook, you have a right of access to all written educational records that we maintain concerning your child. You also can receive full information about any and all school activities in which your child is involved. However, as we explained in the section on "Questioning Students at School," we must comply with a request or directive from a Child Protective Services investigator regarding contact with or information to parents about an investigation.

Video and Audio Recording: We will seek and obtain your written consent before any school employee makes an audio or video recording of your child, except that your prior consent is not required before a recording that will be used only for:

- safety purposes, including maintaining order and discipline in common areas of the school or on school buses; or
- a purpose related to a co-curricular or extracurricular activity; or

- a purpose related to regular classroom instruction; or
- video surveillance of special education settings in accordance with Texas Education Code section 29.022; or
- media coverage of the school.

Psychological Examinations: We will seek and obtain your written consent before conducting any psychological examination, test, or treatment of your child, unless the examination is part of an investigation by Child Protective Services in response to a report of known or suspected child abuse or neglect.

Exemption from Instruction: You may temporarily remove your child from a class or other school activity that conflicts with your religious or moral beliefs if you provide a written statement authorizing the removal to your child's teacher. However, you are not entitled to remove your child from class or an activity to avoid taking a test, including a state assessment, or to prevent your child from taking a subject for an entire semester. Your child will be required to satisfy grade level or graduation requirements, regardless of any periods of temporary removal based on your religious or moral beliefs.

Campus Performance and Accountability: We will keep you informed annually of your children's campus ratings and whether the campus has been identified under state and federal law as one that needs improvement. If the campus is so identified, we will inform you of your rights regarding public school choice and transportation at that time. You will receive information with your child's report card for the first reporting period of each year related to the campus performance rating under the state accountability system.

Certification Notification: At the beginning of the school year the district will provide to the parents on request information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following information:

- Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived.
- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

Emergency Info

SHELTER IN PLACE: This procedure will be used in any situation other than weather that may be a hazard to health or life threatening. This means all windows and doors will be locked and the air conditioning system will be shut down. No one will be allowed to enter or leave a building that has activated SHELTER IN PLACE procedures. This means parents will not be able to pick up children from school. It is safer to keep the students inside the building rather than expose them to possible harm by allowing them to leave the building. Once the "ALL CLEAR" is given, students and teachers will return to their regular activities or parent/student reunification (student pickup) procedures may be initiated. If a school is sheltering in place, parents should also shelter in place at home.

SHELTER IN PLACE, WEATHER ONLY: This procedure will be used when weather conditions exist that may place a school or schools in immediate danger. Students and staff will be sheltered inside buildings away from outside windows or doors. Buildings will be open for entry only. There will be no exit until the "ALL CLEAR" is given. When the "ALL CLEAR" is given, normal activities may resume or parent/student reunification (student pickup) procedures may be initiated.

HOLD: This procedure will be used in any situation that leads district or campus administration to believe students are at an increased risk outside of the classroom. During a holding situation all classroom doors will be closed and locked, attendance will be taken, and business as usual will occur within the classroom. Once the "ALL CLEAR" is given students and staff will be allowed to return to normal activities outside of the classroom.

LOCKOUT: This procedure will be used in any situation that justifies increasing security due to outside activity that may place our students in increased danger. If a Lockout is initiated all students and staff will be brought indoors and attendance will be taken. All exterior doors will be locked preventing the unauthorized entrance of any person from outside. District Staff will increase situational awareness, work with local law enforcement, and monitor the situation closely. During this procedure business as usual will resume within the buildings. Once the "ALL CLEAR" is given students and staff will be allowed to return to outside activities.

EVACUATE: This procedure will be used when there is a potential danger or threat within any area of the district that would justify an evacuation. If an evacuation is initiated all individuals within the evacuation area will be escorted to a secure location away from the perceived threat. Once at the secure location attendance will be taken and all students and staff will be accounted for. The district will work with local law enforcement agencies to ensure the threat is resolved. No individual may return to the evacuated area without authorization from district administration. During an evacuation, district staff will initiate the reunification process allowing for parents to pick up their child at the secure location.

LOCKDOWN: This procedure will be used when an intruder invades the premises or there is imminent danger to the campus. All doors, windows, and classrooms will be locked. Students and teachers will remain in their classrooms and will follow lockdown protocol until the "ALL CLEAR" signal is given. Under lockdown procedure, no one will be allowed to enter or leave the building. Parents will not be allowed to pick up children from school. The local authorities will provide assistance, if needed. Once the "ALL CLEAR" is given, students and teachers will return to their regular activities or the parent/student reunification (student pickup) process will go into effect.

TERRORISM: According to federal law, terrorism is the unlawful use of force or violence committed against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political or social objectives.

WEAPONS OF MASS DESTRUCTION (WMD): According to the FBI, weapons of mass destruction may be simply defined as:

- ◇ Destructive devices
- ◇ Chemical weapons
- ◇ Biological weapons
- ◇ Nuclear/radiological weapons

REUNIFICATION/CHILD PICKUP: Based on reports from emergency personnel, the danger or threat has passed, and the area is safe for children and parents. The district/school will identify the locations, time and checkout process for parents to pick up children.

Visiting School

You are welcome to visit your children's schools from time to time; however, we ask that you comply with our policy requiring **all** visitors to go first to the principal's office and sign in. All visitors must present a valid driver license to be scanned by our Raptor System, which runs a criminal background check. We have this policy for the safety of your children and our staff. Parents and any other person on campus without the principal's knowledge will be considered as trespassers. We also expect parents to be polite and civil in their dealings with all school staff. We do not permit or tolerate abusive, disrespectful, threatening, lewd, profane, or offensive language from your children at school, and we will not tolerate it from parents. Parents who create a disruption at school or behave unacceptably may be prohibited from coming onto school property without specific authority and will be treated as criminal trespassers if they disregard the principal's or superintendent's directive.

While we encourage you to be involved in your children's education and knowledgeable about their classes, teachers, and curriculum, it has been our experience that frequent and lengthy visits to the classroom are disruptive both to teaching and learning. The principal can limit or restrict the frequency and duration of classroom visits to be sure that disruption of the instructional process does not occur.

In the event of a temporary school closure due to a widespread illness or epidemic, such as COVID-19, Hudson ISD may deliver instruction to its students virtually through a remote learning platform. If you wish to view or attend a virtual learning session, you must first obtain approval of such a request from the campus principal. The principal can limit or restrict the frequency and duration of virtual classroom visits to ensure that disruption of the instructional process does not occur.

All campuses in the district are closed for lunch. This means that visitors/parents may not eat lunch on campus with students. On certain occasions selected by the campus principal, parents of primary and elementary students may eat lunch with their children only if their driver license is deemed clear by the Raptor System. Unless we have possession of a court document that limits a possessory conservator's (that is the parent who does not ordinarily have custody of the student) access to their child while at school, we will permit either parent to eat lunch with their children at school.

Note: The District may restrict visitation due to a widespread illness or epidemic, such as COVID-19.

Registered Sex Offenders (RSO) on District Premises

Administrative Procedures and Action Steps

Visitor Registration:

1. All visitors must go first to the front office and sign in to register.
2. The receptionist/secretary shall request of the visitor a copy of the individual's driver's license and run the license number through the Raptor Security System.

If the RSO is a parent:

1. The receptionist/secretary or other person receiving the "ALERT" on the computer that the visitor is a Registered Sex Offender should immediately notify the Principal,

Assistant Principal or other designated administrator on the campus about the presence of the RSO.

2. The RSO shall be permitted to exercise his or her parental rights but will do so in a monitored environment.

3. The Principal, Assistant Principal, security personnel, or designee should stay with the RSO while he/she is on campus.

- At NO TIME shall any Registered Sex Offender be permitted to mingle with the student population or walk through the school unescorted.
- Registered Sex Offenders are not permitted access to common areas of the campus, including cafeteria, playgrounds, athletic facilities, etc.
- Registered Sex Offenders are not provided access to classrooms.
- Registered Sex Offenders are not permitted to eat lunch with their children in the lunchroom. Those wishing to do so at Peavy Primary or Bonner Elementary will be provided a separate area (not in the lunchroom and under supervision).
- Registered Sex Offenders who require a teacher conference shall do so when other children are not in class and separated from the student population (i.e. before or after school in the office area).
- Registered Sex Offenders are not permitted to serve as class volunteers or chaperones.
- Registered Sex Offenders who wish to observe their children participate in extracurricular events or other school functions occurring during or after school hours, shall be permitted to do so, but must advise the campus principal of the intention to be present on campus prior to the event and check in with the campus principal (or designated administrator) upon arrival at the event.

4. The RSO shall be permitted to drop off and retrieve his or her children, so long as the RSO complies with the above stated procedures.

5. If the RSO is not cooperative with the administrator's directives, then the campus security personnel or district security manager should be notified via radio or telephone for assistance. If the situation escalates prior to response from security personnel, contact local law enforcement via 911.

If the RSO is not a parent:

1. The receptionist/secretary or other person receiving the "ALERT" on the computer should immediately notify the Principal, Assistant Principal, or other designated administrator on the campus about the presence of the RSO.

2. If the RSO is a non-parent, including contractor or vendor, access to the campus or building should not be allowed.

3. If the RSO is not cooperative with the administrator's directives, then the campus security personnel or district security manager should be notified via radio or telephone for assistance. If the situation escalates prior to response from Security personnel, you shall contact local law enforcement via 911.

Complaint Process

We realize that situations may arise when parents disagree with a decision that affects their child or believe that a policy has been improperly applied to their child. A number of these types of disputes or controversies have specific processes for pursuing those concerns. The principal can provide you with a copy of the relevant policies and procedures.

In general, all parent complaints should be brought initially to the teacher involved or the campus principal within 15 days of the events or situation that you are concerned about. Often the problem can be resolved through an informal conference with the teacher or principal. On those occasions when a conference does not take care of the problem, you should request a copy of the complaint policy and complaint form from the principal's office.

In order for your concern to be resolved at the earliest possible level, you must put your complaint in writing on the form provided before meeting formally with the principal.

The principal will schedule a conference with you and give you a written response within ten business days after the conference. You will also have an opportunity for a conference with the superintendent if the principal has not resolved the matter. If the superintendent is not able to take care of the problem, you can make a written request for the Board of Trustees to consider the matter at a future meeting. You must, however, follow our established policies and use our forms.

Individual trustees cannot respond to parent complaints beyond referring the matter to the administration. Furthermore, the board of trustees will not permit complaints to be heard in the public comment or open forum portion of board meetings. In order for the board to take any action on a complaint, you must follow the complaint process established in policy.

Student Health

Hudson ISD has an active School Health Advisory Council (SHAC). The purpose of SHAC is to serve in an advisory capacity to the Hudson ISD School Health Program in order to improve student performance by promoting healthy lifestyles.

In order to maintain a healthy school nutrition environment and safety of students, sharing of food among students is not allowed. Students are not allowed to bring outside food items with intent to share with other students. On some campuses, parents may bring food to their own child/grandchild but may not provide food for other students.

Hudson ISD will not provide human sexuality instruction, instruction on prevention of child abuse, family violence, dating violence, and sex trafficking to students above and beyond the requirements of the general health curriculum (TEKS) in the applicable course/grade level. We feel that parents should use their judgement and values to determine when and how this information should be taught. Explicit instruction differs from that of awareness. The district may post general information periodically to ensure an awareness of issues and provide needed assistance to students.

The designated contact regarding this plan is: P. T. Walters, Assistant Superintendent. He can be reached by calling 936-875-9248.

As required by state law, we have and enforce prohibitions against student possession and use of tobacco and tobacco products, and e-cigarettes on campuses or school-sponsored or – related activities. These prohibitions are addressed in the Student Code of Conduct and also in the board policy and the employee handbook.

In collaboration with you and, if possible, your child's physician, we will develop an individualized health plan for children with diabetes who need care for diabetes while in school or participating in a school activity. If your child has diabetes and will need care at school or while participating in a school activity, you must submit the diabetes management and treatment plan prepared by you and your child's physician before or at the beginning of the school year, on enrollment after the beginning of the school year, or as soon as possible following a physician's diagnosis of diabetes.

Students are permitted to possess and use over-the-counter sunscreen at school to avoid over-exposure to the sun and over-the-counter insect repellent to prevent mosquito bites, provided that the sunscreen or repellent is not being used for medical treatment of any injury or illness.

Student Illness or Injury at School/Medicines

We will promptly attempt to notify you or a person you have authorized us to notify if we have knowledge that your child has been injured at school or has become ill at school. We have school nurses/licensed vocational nurses/trained aides available on each campus and a secluded area where your child can stay if she or he is injured or becomes ill.

One of the forms we ask you to complete at the beginning of each school year is a form authorizing designated school employees to consent to medical treatment in case your child is injured at school or a school-related activity and requires emergency treatment. We, of course, will call you in such a situation and will also call for emergency medical assistance, if needed. **It is important, however, that you understand that the school district is not responsible for any cost of medical treatment or services provided after an injury at school or a school-related activity. We cannot and will not use public funds to pay individual student medical expenses.**

At the beginning of each school year, we offer you the opportunity to purchase low-cost student accident insurance that covers the student while at school. You may also purchase a policy that covers the student 24 hours a day. The school district is not the policyholder for this insurance; if you decide that additional protection would be a benefit and protection to you and your family, the contract is between you and the insurance company. We are authorized to and do purchase accident insurance for students who participate in interscholastic athletic practice and competition.

Although we want your child to attend school every day, we do not want your child at school if he or she has a communicable disease or is running a fever of 100° or more. Under State and local Health Department regulations, if your child has certain medical conditions, he or she must be excluded from school for a period of time. The principal can provide you a complete list of those conditions and periods of exclusion.

Administering Medicine at School

Often, students must take prescription medication for a certain period of time as treatment for a medical condition. If possible, we ask that you schedule the timing of the doses so that the child takes the medicine at home. If a student must take prescription medicine at school, the parent or guardian must make a written request for the administration and provide only the doses to be administered at school in the original prescription bottle. Please refer to Hudson Board Policy Code FFAC for further information on administration of psychotropic drugs.

Students are not allowed to carry and self-administer prescription or over-the-counter medications at school. Hudson ISD does participate in a Physician's Collaborative with the Children's Clinic. This initiative will give the Hudson ISD nursing staff the option to administer certain medications to students with the parent's written permission. This will help alleviate common ailments and illnesses that may arise during the school day. Each student will be required to have all pertinent permission slips signed by the parent before they receive any medications at school.

Texas State law allows the student to carry and self-administer prescription medication for asthma while on school property or at a school related event, if prescribed by a doctor. The parents must complete appropriate forms located on the Hudson ISD Health Services website. The student must demonstrate to the physician and school nurse their ability to use the prescribed medication including any device required to administer the medication. If your child has a unique medical condition, or any other condition, such as a food allergy that requires virtually immediate administration of medications under specified conditions, please contact the School Nurse, who will schedule a meeting of appropriate personnel to ensure that your child's needs are met.

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, 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).]

Unassigned Opioid Antagonists

In accordance with Chapter 38, Subchapter E of the Education Code, the board has adopted a policy to allow authorized and trained *school personnel* at each campus that serves students in grades 6-12 to administer an opioid antagonist, such as Narcan or Naloxone, to an individual who is reasonably believed to be experiencing an opioid-related drug overdose. School nurses and officers on each campus have opioid kits available. [See policy FFAC (LEGAL)]

Medication Provided by District

The District may purchase certain nonprescription medications to administer to students only on an emergency basis and in accordance with:

1. Protocols established by the District's medical adviser who must be licensed to practice medicine in the state of Texas; and
2. Parental consent given on the emergency treatment form.

[See policy FFAC(LOCAL)]

Medical Attention/Food Allergy

If your child has a food allergy or a severe food allergy that, in your judgment, would require immediate medical attention if the student were exposed to the allergen, we will ask you to disclose that information, including the food to which the child is allergic and the nature of the allergic reaction, at enrollment so that we may take necessary precautions for the child's safety. The information provided is confidential and will be disclosed only to those employees who need the information to appropriately care for your child.

The District-wide food allergy coordinator will be Teri McClung and can be reached at 936-875-9207. Each campus will maintain a food allergy management team to provide individual care plans and procedures as applicable. Further information regarding this can be found within The Food Allergy Management Plan and is available on the district website at https://www.hudsonisd.org/270133_3.

Immunizations

A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical reasons or reasons of conscience, including a religious belief, the student will not be immunized. For exemptions based on reasons of conscience, only official forms issued by the Texas Department of State Health Services (TDSHS), Immunization Branch, can be honored by the district. This form may be obtained by writing the TDSHS Immunization Branch (MC 1946), P.O. Box 149347, Austin, Texas 78714-9347; or online at <https://co-request.dshs.texas.gov/>. 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, varicella (chicken pox), and meningococcal. The school nurse can provide information on age-appropriate doses or on an acceptable physician-validated history of illness required by the TDSHS. Proof of immunization may be established by personal records from a licensed physician or public health clinic with a signature or rubber-stamp validation.

Students or staff diagnosed with suspected or confirmed TB disease should not attend or work in schools until prescribed anti-TB medications have been initiated and a written release from a health care provider has been obtained. Within two weeks, individuals taking such medications are generally not contagious. The Texas Guide to School Health Programs does not recommend mass testing of children for tuberculosis. Instead, a Tuberculosis (TB) Questionnaire screening process will be used and evaluated by school nurses who will then advise parents for any required health care referrals. Any student or employee coming from outside the United States for longer than 3 weeks must have a current (since arrival to the US) negative TB test that has been performed within the United States in order to return to school and/or school activities.

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 TDSHS Web site: <http://www.dshs.state.tx.us/immunize/school/default.shtm>.]

As noted at Bacterial Meningitis, entering college students must now, with limited exception, furnish evidence of having received a bacterial meningitis vaccination prior to attending classes at an institution of higher education. A student wanting to enroll in a dual credit course taken off campus may be subject to this requirement.

Bacterial Meningitis

What is meningitis?

Meningitis is an inflammation of the covering of the brain and spinal cord---also called the meninges. It can be caused by viruses, parasites, fungi, and bacteria. Viral (aseptic) meningitis is common; most people recover fully. Medical management of viral meningitis consists of supportive treatment and there is usually no indication for the use of antibiotics.

Parasitic and fungal meningitis are very rare. Bacterial meningitis is very serious and may involve complicated medical, surgical, pharmaceutical, and life support management.

There are two common types of bacteria that cause meningitis: - Strep pneumonia causes pneumococcal meningitis; there are over 80 subtypes that cause illness - Neisseria meningitis—Meningococcal meningitis; there are 5 subtypes that cause serious illness—A, B, C, Y, W-135

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, but any of the following are possible. Children (over 1 year old) and adults with meningitis may have:

- Severe headache
- High temperature
- Vomiting
- Sensitivity to bright lights
- Neck stiffness, joint pains
- Drowsiness or confusion

*In both children and adults, there may be a rash of tiny, red-purple spots or bruises caused by bleeding under the skin. These can occur anywhere on the body. They are a sign of blood poisoning (septicemia), which sometimes happens with meningitis, particularly the meningococcal strain.

What is the risk of getting bacterial meningitis?

The risk of getting bacterial meningitis in all age groups is about 2.4 cases per 100,000 people per year. However, the highest risk group for the most serious form of the disease, meningococcal meningitis, is highest among children 2 to 18 years old.

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, such as deafness, blindness, amputations or brain damage (resulting in mental retardation or paralysis) even with prompt treatment.

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. Being a carrier helps to stimulate the body's natural defense system. The bacteria rarely overcome the body's immune system and causes 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. Vaccines against pneumococcal disease are recommended both for young children and adults over 64. A vaccine against four meningococcal serogroups (A, C, Y, W-135) is available. These four groups cause the majority of meningococcal cases in the United States. This 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%). It can cause mild side effects, such as redness and pain at the injection site lasting up to two days. Immunity develops within 7 to 10 days after the vaccine is given and lasts for up to 5 years.

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

Seek prompt medical attention.

How is bacterial meningitis diagnosed?

The diagnosis is usually based on a combination of clinical symptoms and laboratory results from spinal fluid and blood. Spinal fluid is obtained by a lumbar puncture (spinal tap).

For 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 Texas Department of Health office to ask about meningococcal vaccine.

Additional information may also be found at the web sites for the Centers for Disease Control and Prevention: www.cdc.gov and the Texas Department of Health: www.dshs.texas.gov

Pediculosis

Pediculus humanus var *capitis* (commonly referred to as head lice) are tiny insects that live on the human scalp. Head lice are transmitted from one human to another by some form of direct or indirect head to head contact. Head lice can live off human blood from the scalp; they do not inhabit a physical environment. Students who are found to have an active case of lice must be excluded from school until all evidence of live activity is removed. The parent must check in the student with the school nurse before returning to class. The school nurse will advise the parents, teacher, and office when the student is clear to return to class. A maximum of three (3) days of excused absences will be allowed to clear a child of head lice. A case of lice is not considered active unless nymphal or adult lice are present, or eggs are located less than

¼ inch from the scalp. The presence of nits alone, however, does not necessarily indicate an active infestation of head lice.

HUDSON ISD CHILD NUTRITION CAFETERIA POLICIES & PROCEDURES

SCHOOL BREAKFAST & LUNCH OFFERED DAILY

Our goal is for every child to have access to a nutritionally balanced breakfast and lunch served daily in the school cafeteria. All meals meet the USDA standards for schools, are federally subsidized and therefore affordable.

We must feed the body to feed the mind; a hungry child cannot learn.

STUDENT LUNCH ACCOUNTS – PIN numbers remain the same each year. All new students will be issued a PIN number and will use that number to access their account.

STUDENT MEALS SHOULD BE PAID IN ADVANCE OR ON A DAILY BASIS.

Meal Pricing	Breakfast	Lunch
Full Price (Pre-k-5 th)	2.00	2.75
Full Price (6-th-12th)	2.00	3.00
Reduced Price All Grades	Free	.40

How do I apply for the Free / Reduced Meal Program?

* Applications for the free & reduced meal program are available for downloading from the Hudson ISD website and also available for online submission with the online student enrollment packet. Applications will also be sent home with all students on the first day of school.

Applications must be renewed annually.

- * Only one application is required per family; list all children on the same application.
- * You may apply for benefits at any time throughout the school year.
- * The Free & Reduced meal program is based on family size and income levels set by USDA.

Students are required to pay full price for all meals until applications are processed and approved. All charging policies apply to students that are applying for free meals until the time of approval. You will be notified by mail if you qualify within 10 days of application.

Administrative Policy on Charging Meals

* To ensure that no child goes hungry, charging of meals may be allowed in the case of lost or forgotten lunch money, but not due to financial hardships.

Parent Notification of Charges:

*Parents will be notified by the district through an automated telephone system and email when their child owes money. Occasionally, a printed reminder will be sent home with the student.

Students will also be reminded to bring lunch money while in the serving line if their account is low or in the negative.

*Parents can monitor their child's lunch account balance through the online **Family Access** system.

*Parents can sign up for low balance message alerts when their child's account goes below \$10.00.

*Parents are responsible for all charges incurred by their children.

*Charges must be paid immediately upon notice or parents must provide meals from home.

CHARGE LIMITS:

* **HIGH SCHOOL:** (older more responsible students) The charge limit is \$10 (ten dollars).

* **MIDDLE SCHOOL, ELEMENTARY, PRIMARY:** The charge limit is \$25 (twenty-five dollars)

This generous credit line allows ample time for students and parents to be notified of the charges and deposit funds into the child's lunch account. However, once these charge limits are reached, the student will be offered a nutritious alternate meal including milk - without further notice and for a limited time only.

Snacks, beverages and a la carte items may never be charged. Additionally, if charges exist, students may NOT use cash to purchase snacks, beverages or a la carte items.

All delinquent charges must be paid prior to the last day of school.

PAYMENT OPTIONS

Prepayments are encouraged, weekly, monthly, etc. Your child's account is like a savings account and will only be debited when they purchase meals or items.

Online payments can be made with Family Access and are immediately posted to the student's lunch account. A small convenience fee is added to this form of payment.

How do I make an online payment?

- *log in to www.hudsonisd.org
- *Parent Portal > Family Access
- *you will be prompted to login to Skyward
- *on the left-hand side select Food Service
- *click make a payment
- *click update payment amount
- *enter the dollar amount you want to pay
- *click Update Cart

Payments made by check are recorded in your child's account by check number and the entire check must be deposited; we do not cash checks for students.

PRIMARY/ELEMENTARY – As a convenience for parents, lunch money is collected on the first day of each week in the classroom. Payment may also be made on any day or time in the lunch/breakfast line or online.

MIDDLE SCHOOL/HIGH SCHOOL - Students may make payments at any time in the cafeteria office, lunch/breakfast line or online.

Special Diet Needs

If your child is in need of a special diet relating to a medical condition, please contact the Director of Child Nutrition. Substitutions can be made to meals if it is required by doctor's orders; a diet order form must be completed by the Doctor. Substitutions based on a child's personal likes and dislikes will not be made. Diet order forms are available on the Child Nutrition page of the Hudson ISD website.

If you have any questions regarding these policies, please call Karen Hutto, Director of Child Nutrition at 875-9217.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

District Check Acceptance and Recovery Policy

Please be advised of Hudson ISD's policy for accepting checks and collecting returned checks.

To be an acceptable form of payment, a check must include your accurate name, address, telephone number, and driver's license number.

CHECKredi is a check collection company that processes all returned checks for Hudson ISD. In the event that your bank returns a check written to any Hudson ISD campus, department, club, or organization in an unpaid status, resulting from Non-Sufficient Funds or Account Closed, Hudson ISD or its agent will re-deposit your check electronically. Additionally, you understand and agree that CHECKredi may electronically collect a returned check fee of \$30.00 plus applicable sales tax. The use of a check for payment is your ACKNOWLEDGMENT and ACCEPTANCE of this policy and its' terms. Hudson ISD utilizes CHECKredi to safeguard against the loss of revenue for the school's programs and overall operation.

Furthermore, if a trend is established by an individual or particular vendor with regard to returned checks for any reason, your checks will no longer be an acceptable form of

payment for the remainder of the school year. Alternative forms of payment (cash, money orders) may be accepted instead of a check. Hudson ISD reserves the right to determine acceptable method of payment based on the payment history of the individual or vendor.

For special or unique circumstances, please contact our office to negotiate an acceptable resolution as quickly as possible. You can contact the Business Office at 936-875-9257 or the Barrett Lankford, Assistant Superintendent of Finance and Operations at 936-875-9280 for any further matters pertaining to resolution of payment or acceptable method of payment.

APPENDIX A

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003902

STUDENT WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

FFH
(LOCAL)

Note: This policy addresses discrimination, including harassment, and retaliation against District students. For provisions regarding discrimination, including harassment, and retaliation against District employees, see DIA. For reporting requirements related to child abuse and neglect, see FFG. Note that FFH shall be used in conjunction with FFI (bullying) for certain prohibited conduct.

Prohibited Conduct

In this policy, the term “prohibited conduct” includes discrimination, harassment, dating violence, and retaliation as defined by this policy, even if the behavior does not rise to the level of unlawful conduct.

Prohibited conduct also includes sexual harassment as defined by Title IX. [See FFH(LEGAL)]

Statement of Nondiscrimination

The District prohibits discrimination, including harassment, against any student. Discrimination is defined as treating a student or group of students differently from similarly situated students on the basis of race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law. One type of harassment this policy prohibits is dating violence, as defined below. Retaliation against anyone exercising their rights under this policy is a violation of District policy and is prohibited.

Harassment

Harassment of a student is defined as physical, verbal, or nonverbal conduct based on the student’s race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law, when the conduct is so severe, persistent, or pervasive that the conduct:

1. Affects a student’s ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student’s academic performance; or
3. Otherwise adversely affects the student’s educational opportunities.

Harassment includes dating violence as defined by law and this policy.

Examples

Examples of prohibited harassment may include offensive or derogatory language directed at another person’s religious beliefs or practices, accent, skin color, or need for accommodation; threatening, intimidating, or humiliating conduct; offensive jokes, name calling,

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ing, slurs, or rumors; cyberharassment; physical aggression or assault; display of graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

Title IX Sexual Harassment

As required by law, the District shall follow the procedures below at Response to Title IX Sexual Harassment upon a report of sex-based harassment, including sexual harassment, gender-based harassment, and dating violence, when such allegations, if proved, would meet the definition of sexual harassment in an education program or activity and against a person in the United States under Title IX. [See FFH(LEGAL)]

Other Sexual Harassment

By an Employee

Sexual harassment of a student by a District employee includes both welcome and unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct or communication of a sexual nature when:

1. A District employee causes the student to believe that the student must submit to the conduct in order to participate in a school program or activity, or that the employee will make an educational decision based on whether or not the student submits to the conduct; or
2. The conduct is so severe, persistent, or pervasive that it:
 - a. Affects the student's ability to participate in or benefit from an educational program or activity or otherwise adversely affects the student's educational opportunities; or
 - b. Creates an intimidating, threatening, hostile, or abusive educational environment.

Romantic or other inappropriate social relationships between students and District employees are prohibited. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. [See DH]

By Others

Sexual harassment of a student, including harassment committed by another student, includes unwelcome sexual advances; requests for sexual favors; or sexually motivated physical, verbal, or nonverbal conduct when the conduct is so severe, persistent, or pervasive that it:

1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or

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Title IX Sexual Harassment

As required by law, the District shall follow the procedures below at Response to Title IX Sexual Harassment upon a report of sex-based harassment, including sexual harassment, gender-based harassment, and dating violence, when such allegations, if proved, would meet the definition of sexual harassment in an education program or activity and against a person in the United States under Title IX. [See FFH(LEGAL)]

Other Sexual Harassment

By an Employee

Sexual harassment of a student by a District employee includes both welcome and unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct or communication of a sexual nature when:

1. A District employee causes the student to believe that the student must submit to the conduct in order to participate in a school program or activity, or that the employee will make an educational decision based on whether or not the student submits to the conduct; or
2. The conduct is so severe, persistent, or pervasive that it:
 - a. Affects the student's ability to participate in or benefit from an educational program or activity or otherwise adversely affects the student's educational opportunities; or
 - b. Creates an intimidating, threatening, hostile, or abusive educational environment.

Romantic or other inappropriate social relationships between students and District employees are prohibited. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. [See DH]

By Others

Sexual harassment of a student, including harassment committed by another student, includes unwelcome sexual advances; requests for sexual favors; or sexually motivated physical, verbal, or nonverbal conduct when the conduct is so severe, persistent, or pervasive that it:

1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or

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3. Otherwise adversely affects the student's educational opportunities.

Examples

Examples of sexual harassment of a student may include sexual advances; touching intimate body parts or coercing physical contact that is sexual in nature; jokes or conversations of a sexual nature; and other sexually motivated conduct, contact, or communications, including electronic communication.

Necessary or permissible physical contact such as assisting a child by taking the child's hand, comforting a child with a hug, or other physical contact not reasonably construed as sexual in nature is not sexual harassment.

Gender-Based Harassment

Gender-based harassment includes physical, verbal, or nonverbal conduct based on the student's gender, the student's expression of characteristics perceived as stereotypical for the student's gender, or the student's failure to conform to stereotypical notions of masculinity or femininity. For purposes of this policy, gender-based harassment is considered prohibited harassment if the conduct is so severe, persistent, or pervasive that the conduct:

1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or
3. Otherwise adversely affects the student's educational opportunities.

Examples

Examples of gender-based harassment directed against a student, regardless of the student's or the harasser's actual or perceived sexual orientation or gender identity, may include offensive jokes, name-calling, slurs, or rumors; cyberharassment; physical aggression or assault; threatening or intimidating conduct; or other kinds of aggressive conduct such as theft or damage to property.

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. Dating violence also occurs when a person commits these acts against a person in a marriage or dating relationship with the individual who is or was once in a marriage or dating relationship with the person committing the offense.

For purposes of this policy, dating violence is considered prohibited harassment if the conduct is so severe, persistent, or pervasive that the conduct:

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1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or
3. Otherwise adversely affects the student's educational opportunities.

Examples

Examples of dating violence against a student may include physical or sexual assaults; name-calling; put-downs; or threats directed at the student, the student's family members, or members of the student's household. Additional examples may include destroying property belonging to the student, threatening to commit suicide or homicide if the student ends the relationship, attempting to isolate the student from friends and family, stalking, threatening a student's spouse or current dating partner, or encouraging others to engage in these behaviors.

Reporting Procedures

Student Report

Any student who believes that he or she has experienced prohibited conduct and any person who believes that a student has experienced prohibited conduct should immediately report the alleged acts to a teacher, school counselor, principal, other District employee, or the appropriate District official listed in this policy.

Employee Report

Any District employee who suspects or receives direct or indirect notice that a student or group of students has or may have experienced prohibited conduct shall immediately notify the appropriate District official listed in this policy and take any other steps required by this policy.

Definition of District Officials

For the purposes of this policy, District officials are the Title IX coordinator, the ADA/Section 504 coordinator, and the Superintendent.

Title IX Coordinator

Reports of discrimination based on sex, including sexual harassment, gender-based harassment, or dating violence, may be directed to the designated Title IX coordinator for students. [See FFH(EXHIBIT)]

ADA / Section 504 Coordinator

Reports of discrimination based on disability may be directed to the designated ADA/Section 504 coordinator for students. [See FFH(EXHIBIT)]

Superintendent

The Superintendent shall serve as coordinator for purposes of District compliance with all other nondiscrimination laws.

Alternative Reporting Procedures

An individual shall not be required to report prohibited conduct to the person alleged to have committed the conduct. Reports concerning prohibited conduct, including reports against the Title IX

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	<p>coordinator or ADA/Section 504 coordinator, may be directed to the Superintendent.</p> <p>A report against the Superintendent may be made directly to the Board. If a report is made directly to the Board, the Board shall appoint an appropriate person to conduct an investigation.</p>
Timely Reporting	<p>To ensure the District's prompt investigation, reports of prohibited conduct shall be made as soon as possible after the alleged act or knowledge of the alleged act.</p>
Notice to Parents	<p>The District official or designee shall promptly notify the parents of any student alleged to have experienced prohibited conduct by a District employee or another adult. [For parental notification requirements regarding an allegation of educator misconduct with a student, see FFF.]</p> <p>When the District receives a report of prohibited conduct that includes dating violence, the appropriate District official shall immediately notify the parent or guardian of the student who has been identified in the report as the alleged victim or perpetrator.</p>
Investigation of Reports Other Than Title IX	<p>The following procedures apply to all allegations of prohibited conduct other than allegations of harassment prohibited by Title IX. [See FFH(LEGAL)] For allegations of sex-based harassment that, if proved, would meet the definition of sexual harassment under Title IX, including sexual harassment, gender-based harassment, and dating violence, see the procedures below at Response to Title IX Sexual Harassment.</p> <p>The District may request, but shall not require, a written report. If a report is made orally, the District official shall reduce the report to written form.</p>
Initial Assessment	<p>Upon receipt or notice of a report, the District official shall determine whether the allegations, if proved, would constitute prohibited conduct as defined by this policy. If so, the District shall immediately undertake an investigation, except as provided below at Criminal Investigation.</p> <p>If the District official determines that the allegations, if proved, would not constitute prohibited conduct as defined by this policy, the District official shall refer the complaint for consideration under FFI.</p>
Interim Action	<p>If appropriate and regardless of whether a criminal or regulatory investigation regarding the alleged conduct is pending, the District shall promptly take interim action calculated to address prohibited conduct or bullying prior to the completion of the District's investigation.</p>

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District Investigation	<p>The investigation may be conducted by the District official or a designee, such as the principal, or by a third party designated by the District, such as an attorney. When appropriate, the principal shall be involved in or informed of the investigation.</p> <p>The investigation may consist of personal interviews with the person making the report, the person against whom the report is filed, and others with knowledge of the circumstances surrounding the allegations. The investigation may also include analysis of other information or documents related to the allegations.</p>
Criminal Investigation	<p>If a law enforcement or regulatory agency notifies the District that a criminal or regulatory investigation has been initiated, the District shall confer with the agency to determine if the District investigation would impede the criminal or regulatory investigation. The District shall proceed with its investigation only to the extent that it does not impede the ongoing criminal or regulatory investigation. After the law enforcement or regulatory agency has finished gathering its evidence, the District shall promptly resume its investigation.</p>
Concluding the Investigation	<p>Absent extenuating circumstances, such as a request by a law enforcement or regulatory agency for the District to delay its investigation, the investigation should be completed within ten District business days from the date of the report; however, the investigator shall take additional time if necessary to complete a thorough investigation.</p> <p>The investigator shall prepare a written report of the investigation. The report shall include a determination of whether prohibited conduct or bullying occurred. The report shall be filed with the District official overseeing the investigation.</p>
Notification of Outcome	<p>Notification of the outcome of the investigation shall be provided to both parties in compliance with FERPA.</p>
District Action Prohibited Conduct	<p>If the results of an investigation indicate that prohibited conduct occurred, the District shall promptly respond by taking appropriate disciplinary action in accordance with the Student Code of Conduct and may take corrective action reasonably calculated to address the conduct.</p>
Corrective Action	<p>Examples of corrective action may include a training program for those involved in the report, a comprehensive education program for the school community, counseling to the victim and the student who engaged in prohibited conduct, follow-up inquiries to determine if any new incidents or any instances of retaliation have occurred, involving parents and students in efforts to identify problems and improve the school climate, increasing staff monitoring of</p>

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	areas where prohibited conduct has occurred, and reaffirming the District's policy against discrimination, harassment, and retaliation.
<i>Bullying</i>	If the results of an investigation indicate that bullying occurred, as defined by FFH, the District official shall refer to FFH for appropriate notice to parents and District action. The District official shall refer to FDB for transfer provisions.
<i>Improper Conduct</i>	If the investigation reveals improper conduct that did not rise to the level of prohibited conduct or bullying, the District may take disciplinary action in accordance with the Student Code of Conduct or other corrective action reasonably calculated to address the conduct.
Confidentiality	To the greatest extent possible, the District shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law.
Appeal	A student or parent who is dissatisfied with the outcome of the investigation may appeal through FNG(LOCAL), beginning at the appropriate level. A student or parent has the right to file a complaint with the United States Department of Education Office for Civil Rights.
Response to Title IX Sexual Harassment	For purposes of the District's response to reports of harassment prohibited by Title IX, definitions can be found in FFH(LEGAL).
General Response	<p>When the District receives notice or an allegation of conduct that, if proved, would meet the definition of sexual harassment under Title IX, the Title IX coordinator shall promptly contact the complainant to:</p> <ul style="list-style-type: none"> • Discuss the availability of supportive measures and inform the complainant that they are available, with or without the filing of a formal complaint; • Consider the complainant's wishes with respect to supportive measures; and • Explain to the complainant the option and process for filing a formal complaint. <p>The District's response to sexual harassment shall treat complainants and respondents equitably by offering supportive measures to both parties, as appropriate, and by following the Title IX formal complaint process before imposing disciplinary sanctions or other actions that are not supportive measures against a respondent.</p>

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	<p>If a formal complaint is not filed or dismissed, the District reserves the right to investigate and respond to prohibited conduct in accordance with Board policies and the Student Code of Conduct. The Title IX coordinator also reserves the right to sign a formal complaint, initiating the Title IX grievance process, if it would be deliberately indifferent not to investigate and respond to the prohibited conduct in accordance with Board policies and the Student Code of Conduct.</p>
Title IX Formal Complaint Process	<p>To distinguish the process described below from the District's general grievance policies [see DGBA, FNG, and GF], this policy refers to the grievance process required by Title IX regulations for responding to formal complaints of sexual harassment as the District's "Title IX formal complaint process."</p> <p>The Superintendent shall ensure the development of a Title IX formal complaint process that complies with legal requirements. [See FFH(LEGAL)] The formal complaint process shall be posted on the District's website. In compliance with Title IX regulations, the District's Title IX formal complaint process shall address the following basic requirements:</p> <ol style="list-style-type: none"> 1. Equitable treatment of complainants and respondents; 2. An objective evaluation of all relevant evidence; 3. A requirement that the Title IX coordinator, investigator, decision-maker, or any person designated to facilitate an informal resolution process not have a conflict of interest or bias; 4. A presumption that the respondent is not responsible for the alleged sexual harassment until a determination is made at the conclusion of the Title IX formal complaint process; 5. Time frames that provide for a reasonably prompt conclusion of the Title IX formal complaint process, including time frames for appeals and any informal resolution process, and that allow for temporary delays or the limited extension of time frames with good cause and written notice as required by law; 6. A description of the possible disciplinary sanctions and remedies that may be implemented following a determination of responsibility for the alleged sexual harassment; 7. A statement of the standard of evidence to be used to determine responsibility for all Title IX formal complaints of sexual harassment; 8. Procedures and permissible bases for the complainant and respondent to appeal a determination of responsibility or a

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	dismissal of a Title IX formal complaint or any allegations therein;
	9. A description of the supportive measures available to the complainant and respondent;
	10. A prohibition on using or seeking information protected under a legally recognized privilege unless the individual holding the privilege has waived the privilege;
	11. Additional formal complaint procedures in 34 C.F.R. 106.45(b), including written notice of a formal complaint, consolidation of formal complaints, recordkeeping, and investigation procedures; and
	12. Other local procedures as determined by the Superintendent.
Standard of Evidence	The standard of evidence used to determine responsibility in a Title IX formal complaint of sexual harassment shall be the preponderance of the evidence.
Retaliation	The District prohibits retaliation by a student or District employee against a student alleged to have experienced discrimination or harassment, including dating violence, or another student who, in good faith, makes a report of harassment or discrimination, files a complaint of harassment or discrimination, serves as a witness, or participates in an investigation. The definition of prohibited retaliation under this policy also includes retaliation against a student who refuses to participate in any manner in an investigation under Title IX. In the absence of a formal complaint, allegations of retaliation shall be investigated under Investigation of Reports Other Than Title IX, above.
Examples	Examples of retaliation may include threats, intimidation, coercion, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.
False Claim	A student who intentionally makes a false claim or offers false statements in a District investigation regarding discrimination or harassment, including dating violence, shall be subject to appropriate disciplinary action in accordance with law.
Records Retention	The District shall retain copies of allegations, investigation reports, and related records regarding any prohibited conduct in accordance with the District's records control schedules, but for no less than the minimum amount of time required by law. [See CPC] [For Title IX recordkeeping and retention provisions, see FFH(LEGAL) and the District's Title IX formal complaint process.]

DATE ISSUED: 6/21/2022
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Hudson ISD
003902

STUDENT WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

FFH
(EXHIBIT)

Title IX Coordinator

The District designates and authorizes the following person as the Title IX coordinator to be responsible for coordinating the District's efforts to comply with Title IX of the Education Amendments of 1972, as amended, for students:

Name: Donny Webb
Position: Superintendent
Address: 6735 Ted Trout Drive, Lufkin, TX 7 5904
Email: [Title IX coordinator](mailto:webbdon@hudsonisd.org) (webbdon@hudsonisd.org)
Telephone: (936) 875-9256

ADA/Section 504 Coordinator

The District designates and authorizes the following person as the ADA/Section 504 coordinator to be responsible for coordinating the District's efforts to comply with Title II of the Americans with Disabilities Act of 1990, as amended, which incorporates and expands upon the requirements of Section 504 of the Rehabilitation Act of 1973, as amended, for students:

Name: Donny Webb
Position: Superintendent
Address: 6735 Ted Trout Drive, Lufkin, TX 7 5904
Email: [ADA/Section 504 coordinator](mailto:webbdon@hudsonisd.org) (webbdon@hudsonisd.org)
Telephone: (936) 875-9256

DATE ISSUED: 8/10/2020
LDU 2020.02
FFH(EXHIBIT)-A1

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