



RUSK HIGH SCHOOL STUDENT HANDBOOK APPENDIX

2019-2020

495 Eagle Drive

Mailing: 203 East 7th Street

Rusk, TX 75785

903-683-5592

www.ruskisd.net/rusk-high-school

Una traducción de este documento es disponible a su petición por modo de hablar por teléfono a la oficina de las escuela donde asiste su hijo/hija, 903-683-5401

Non-Discrimination Notice: Rusk ISD does not discriminate on the basis of race, color, national origin, age, sex, religion, disability, or genetic information.

Notificación de No-Discriminación: Rusk ISD no discrimina sobre la base de raza, color, origen nacional, edad, sexo, religión, discapacidad, o información genética

Title IX Coordinator: For concerns regarding discrimination on the basis of sex, including sexual harassment or gender-based harassment: *Grey Burton, Superintendent, 203 East 7th Street Rusk, TX 75785 903-683-5592*

ADA/Section 504 Coordinator: For concerns regarding discrimination on the basis of disability: *Grey Burton, Superintendent, 203 East 7th Street Rusk, TX 75785 903-683-5592*

All other concerns regarding discrimination: See the superintendent, *Grey Burton, Superintendent, 203 East 7th Street Rusk, TX 75785 903-683-5592*

School Day: 7:55 am – 3:20 pm

7:30 am – Doors open. Upon arrival to campus, students will meet in the cafeteria, commons area or breezeway.

3:20 pm – Dismissal. All students are required to leave campus at dismissal unless involved in tutoring, extra-curricular activity, student group etc. sponsored by a teacher or high school staff member.

Tardy Guidelines

Rusk ISD believes all students should be on-time for school and each class period throughout the school day. The purpose of the student tardy guideline is:

- To ensure that students maximize all learning opportunities.
- To ensure that teachers maximize all teaching opportunities.
- To ensure that administrators and others maintain a safe and orderly climate that focuses on punctual student attendance and student achievement.

After the bell rings the halls will be swept by administrators, monitors, teachers and/or an appointed designee.

Tardy Consequences

Number of Tardies to Class	Tardy Consequences
1 st - 2 nd tardy	Warning
3 rd - 5 th tardy	Conference with student/parent or guardian***
6 th - 7 th tardy	Lunch Detention per occurrence or corporal punishment
8+ tardies	Saturday School or ISS or Corporal Punishment

***Note: Per semester examination exemption policy, after 5 tardies, student(s) will lose exemption status.

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The tardy policy's progressive discipline plan is:

If a student is late to school, that is a late arrival but is treated as a tardy under this guideline. (Note: Late arrivals effect the student's 90%/compulsory attendance rules)

Students not in their assigned seat 1-minute after the warning bell will be considered tardy. Students arriving more than 15 minutes late to class will be counted absent. Repeated instances of tardiness will result in more severe disciplinary action, in accordance with the Student Code of Conduct.

Tardies are **cumulative**, not per class period, and will reset at the completion of each semester. Excessive tardies can be subject to mandatory attendance laws.

Perfect Attendance: Requires a student be present the full day, 7:55 am – 3:20 pm, with no absences (excused or unexcused), late arrivals, or leave earlies. All campuses will notify parents regarding excessive late arrivals and leave earlies. This notification may be done through conference or letter, and will include that 5 late arrivals/leave earlies = 1 day absent for compulsory attendance.

Cafeteria: Rusk High School is a closed campus however, parents may provide lunch for their child by dropping the lunch off at the campus office.

Lunch Schedule:

Lunch A	11:18 AM – 11:48 AM
Lunch B	12:11 PM – 12:41 PM
Lunch C	1:04 PM – 1:34 PM

Dress: The district's dress code is established to teach grooming and hygiene, prevent disruption, and minimize safety hazards. Students and parents may determine a student's personal dress and grooming standards, provided that they comply with the following:

1. Wearing articles of clothing or jewelry that promote gangs, racial division, hate, alcohol, tobacco, or drugs as defined by the principal or principal's designee is prohibited;
2. Clothing with language, pictures, or drawings which may be interpreted to be inappropriate/obscene will not be acceptable. Any representation (picture or words) of negative entertainers (music, actors, sex symbols, etc.) will not be acceptable and will be determined by the principal or principal's designee;
3. Refrain from immodest dress. A few examples might include but are not limited to the following:
 - a) Strapless dresses/tops, sundresses, see-through material;
 - b) Tank tops, halter tops, spaghetti straps (tops must be at least three inches on the shoulder), low cut dresses, low cut blouses;
 - c) Inappropriate sleeveless shirt or mini-skirts;
 - d) Clothing which reveals a bare midriff when arms are extended in the air;
 - e) Leggings, jeggings and tights must be covered by a non-see-through fabric and appropriate length garment.
4. Head-dress articles will not be permitted at school unless specific permission is provided by the principal or principal's designee. A few examples might include but are not limited to the following: curlers, caps, hats, hoods, shirts, animal ears or other head ornaments.

5. Sunglasses (except by written permission of physician) or improper eyewear will not be permitted unless specific permission is provided by the principal or principal's designee;
6. All shirts, blouses or any top garment must be buttoned appropriately;
7. Shoes must be worn at all times. Socks are required when appropriate. House shoes or shoes with wheels are not allowed. Stilettos are not allowed;
8. Belts are required as needed. No sagging pants or shorts as determined by principal or principal's designee.
9. Holes or ragged/frayed areas in clothing must be at the knee or below. Areas above the knee must be patched or have an undergarment (no skin showing). Any holes above the thigh is prohibited regardless of patch or undergarment.
10. Shorts cannot be spandex or plastic and must be of acceptable length as determined by the principal or principal's designee. Cut offs are not allowed.
11. Unusual or non-traditional jewelry will not be permitted, (examples include, but are not limited to – tongue rings, nose rings, eyebrow rings, including clear ornaments, boys wearing earrings; items with negative connotations).
12. Any attire considered in poor taste or judged to be a possible disruption as determined by the principal or principal's designee will not be allowed.
13. Pajamas, swimming suits and any night time attire are not permitted. Exceptions to the dress code may be made for special events such as pep rallies, spirit day, etc.
14. Tattoos that are gang related and insignias are forbidden. Other tattoos must be covered at all times upon the discretion of the principal or principal's designee.
15. All garments must meet minimum length requirements. The test for this requirement will be as follows. Students with shoulders not lifted (possibly against the wall) shall extend their arms down their sides to determine garment length. The bottom hem of the garment must be middle fingertip length or longer. Garment will be measured at the top of a slit if one is present (shortest area of garment).

If the principal determines that a student's grooming or clothing violates the school's dress code, the student will be given an opportunity to correct the problem at school. If not corrected, the student may be assigned to in-school suspension for the remainder of the day, until the problem is corrected, or until a parent or designee brings an acceptable change of clothing to the school. Repeated offenses may result in more serious disciplinary action in accordance with the Student Code of Conduct.

Grooming: Cleanliness and proper grooming are necessary for the students to project a positive image and personal appearance effects behavior. Because of the importance of appearance, RISD has established these guidelines to be followed:

1. Unusual hairstyle considered to be disruptive will not be permitted. Examples include but are not limited to the following: Hair coloring that is unnatural, style, length, fad haircuts, lines, designs, ponytails and Mohawks. The length of boys hair shall be above the eyebrow, no lower than the earlobe and above the shirt collar. All styles considered to be potentially disruptive cannot be listed; therefore, the principal or principal's designee will determine whether a particular style is to be considered disruptive and inappropriate.
2. Facial Hair. Beards, goatees, mustaches, excessive sideburns or other facial hair that may be determined inappropriate by the principal or principal's designee will not be permitted.

3. Unusual facial make-up or adornments that may be considered to be a possible disruption will not be allowed as determined by the principal or principal's designee.

Students who are found to be in violation of the school dress code and grooming standards will be required to comply or face disciplinary action. It is the responsibility of teachers and administrators to judge the appropriateness of a student's attire and personal grooming. Students are encouraged to ask the opinion of school administrators before purchasing questionable clothing or changing personal appearance in a way, which according to these guidelines, might be considered inappropriate.

If the principal determines that a student's grooming or clothing violates the school's dress code, the student will be given an opportunity to correct the problem at school. If not corrected, the student will be assigned to in-school suspension for the remainder of the day, until the problem is correct, or until a parent or designee performs an acceptable solution. Repeated offenses may result in more serious disciplinary action in accordance with the Student Code of Conduct.

Lunch Application: Please refer to Rusk ISD website Family/Student Access, under Food Service Applications.

Cell Phones: Cell phones and Smart Watches (including Fit Bits etc.) are to be turned off and in the student's backpack during the school day. If a student uses their phone during class or their phone buzzes/rings during class, the phone will be taken up by the teacher.

Offenses will be handled as follows:

1st offense: Meet with Principal (Verbal Warning)

2nd offense: Parent must pick up phone from school.

3rd offense: Parent must pick up phone from school and pay a \$15 fine to release the phone.

4th offense or beyond: Student will be placed in ISS plus parent must pick up phone from school and pay a \$15 fine to release the phone.

Students are allowed to use their cell phones before school and at lunch

Report Cards: Report cards require a signature, and must be returned to the 2nd period teacher.

Doctor's Notes for After an Absence for Illness: When a student's absence for personal illness exceeds three consecutive days, the student/parent will be required to present a statement from a physician or health clinic verifying the illness or condition that caused the student's extended absence from school.

Guidelines for Pre-AP and AP Extracurricular Eligibility: Students enrolled in Pre-AP and/or AP courses will be required to meet the following guidelines in order to participate in extracurricular activities.

1. A student enrolled in a Pre-AP or AP class who has an average below 60 at the nine weeks grading period will lose extracurricular eligibility. The student becomes ineligible the Friday after report cards are released at 3:00 PM.
2. Eligibility will be checked the following Friday at 3:00 PM to regain eligibility status. If the student's average is not passing at that point they are ineligible until the next regular check for UIL eligibility.

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If a student's average falls below 55 the student may be removed from the Pre-AP and/or AP class and placed in a more appropriate class.

Additional Information is available in the Rusk ISD Student Handbook on the Rusk ISD website.

Rusk High School
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