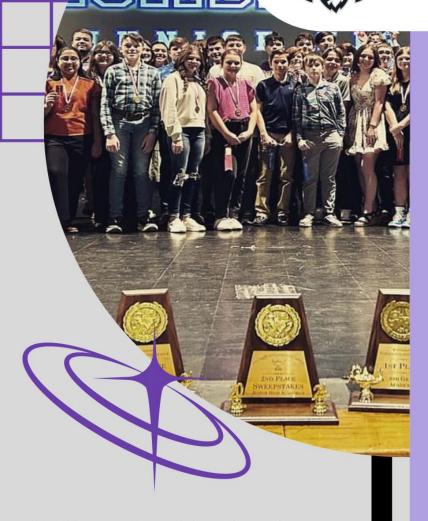
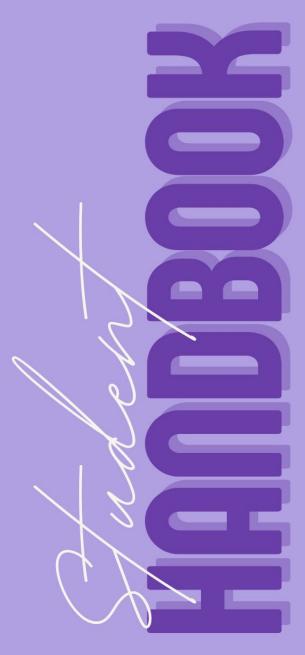


# HUH



Hallsville Junior High education cultivates growth, maturity, and readiness for students to learn and thrive. A supportive environment, diverse curriculum, and positive school culture contribute to their development.



# HALLSVILLE JUNIOR HIGH

1 BOBCAT LANE HALLSVILLE, TEXAS 75650

PHONE NUMBER: 903-668-5990 FAX NUMBER: 903-668-5991

VISIT US AT WWW.HISD.COM

LIKE US ON OUR HJH SOCIAL MEDIA PAGES









# **Hallsville Junior High**

### **Excellence in Education**

Parents and Guardians,

Welcome to Hallsville Junior High! We are very excited to have your child on our campus, and we look forward to a wonderful school year.

The Student Handbook is a great resource for you and your child. Inside you will find a great deal of information related to campus policies, procedures, and expectations. We will review this information in more detail the first few weeks of school during our Welcome Back Orientation.

We are extremely excited to share this journey with your child! Please let us know if you have any questions or concerns. It is our desire to ensure that your child has a successful junior high experience.

Sincerely,

Clayton Farrell

Hallsville Junior High Principal



# **Hallsville Junior High**

### **Excellence in Education**

HJH Students,

Welcome to Hallsville Junior High! We are very excited to have you on our campus, and we look forward to a wonderful school year.

The Student Handbook is a great resource for you. Inside you will find a great deal of information related to campus policies, procedures, and expectations. We will review this information in more detail the first few weeks of school during our Welcome Back Orientation.

We are extremely excited to share this journey with you! Please let us know if you have any questions or concerns. Our goal is to offer as many opportunities as possible and help you find programs that you can connect to and excel in. It is our desire to ensure that you have a successful junior high experience.

Sincerely,

Clayton Farrell

Hallsville Junior High Principal

4: 4:

4: 4:

## HJH ADMIN TEAM



CLAYTON FARRELL
PRINCIPAL



NICOLE WILLIAMS
ACADEMIC DEAN



DEKE DILLARD AP A-L



LAUREE OBERTHIER
AP M-Z



CAROLYN COLE
COUNSELOR A-L



JENNIFER ROBERTS
COUNSELOR M-Z

# **HJH Office Staff**

# May Pipak Secretary to Principal

mpipak@hisd.com x2053

### <u>Hortencia Martinez</u> Secretary to Assistant Principals

mmartinez@hisd.com x2005

# **Shelley Clyburn Office Receptionist**

sclyburn@hisd.com x2124

# **Barbara Dorsey PEIMS-Registrar/Attendance**

bdorsey@hisd.com x2073

# Kim Emerson Receptionist

kemerson@hisd.com x2132

### Amber Holt

Nurse

aholt@hisd.com X2042

# Nicole Winters Librarian

cwinters@hisd.com x2153

# SAFETY + SECURITY

As part of the safety and security of the Hallsville Junior High, our campus will conduct the following drills throughout the year:

Fire Drill - Monthly (10 total)

**Shelter in Place** - Once per semester (2 total)

**Lockdown** - Once per semester (2 total)

Our Campus Emergency Response Team (CERT) ensures that each drill is performed effectively and efficiently. In the event the campus needs to respond to an emergency situation, through these drills, our students and staff can respond appropriately.



Officer Clark CAMPUS SRA

### N AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

OCCUPANTS

Clear the hallways and remain in room or area until the "All Clear" is announced Do business as usual

STAFF

Close and lock door Account for occupants and staff Do business as usual



OCCUPANTS

Do business as usual

STAFF

Bring everyone indoors Lock outside doors Increase situational awareness Account for occupants and staff Do business as usual



LOCKDOWN! Locks, lights, out of sight.

OCCUPANTS

Move away from sight Maintain silence Do not open the door Prepare to evade or defend STAFF

Lock interior doors Turn out the lights Move away from sight Do not open the door Maintain silence Account for occupants and staff Prepare to evade or defend



#### **EVACUATE!** (A location may be specified) OCCUPANTS STAFF

Evacuate to specified location Bring your phone Instructions may be provided about retaining or leaving belongings

Lead evacuation to specified location Account for occupants and staff Notify if missing, extra or injured people



### SHELTER! Hazard and safety strategy. **OCCUPANTS**

Use appropriate safety strategy for the hazard

Hazard Hazmat

Safety Strategy Evacuate to shelter area Seal the room Earthquake Drop, cover and hold Get to high ground

STAFF

Lead safety strategy Account for occupants and staff Notify if missing, extra or injured people



### **General Information**

### **Cell Phone and Electronics**

- Technology integration is a focus on our campus; however, we recognize that children need to be taught how to properly use it.
- Students are allowed to be on their devices before school, after school, and when teachers allow for instructional purposes. Students will also be permitted the use of their cell phone during lunch as allowed by administration.
  - o Free to Use:
    - Before School (7:15am 7:45am)
    - After School (Beginning at 3:35pm)
  - Must Have Permission to Use:
    - 7:45am 3:35pm
    - During Classes
    - Lunch (Campus has the right to restrict cell phone use during lunch)
- Devices used for other purposes will be confiscated immediately and the following fees will be charged:
  - First offense: Student may pick up from the office at the end of the school day.
  - Second offense: Parent must pick up from the office (no charge).
  - Additional offenses: \$15 fine for every incident thereafter and parent must pick up from the office.
  - Any items not collected after July 1,2025 will become property of Hallsville Junior High.
- Devices that are subject to this expectation include, but are not limited to:
  - Cell phones
  - Tablets
  - Gaming Systems
  - Headphones, Earbuds
  - Smart Watches
- Devices that should be left at home:
  - Speakers
  - Expensive headphones

\*In the event of an emergency, please contact the school. Students are not allowed to communicate with parents during instructional time without permission from the teacher.

### **General Information**

### **Restroom Policy**

• Students will be allowed 3 restroom passes in their RLA/Math classes (90 min blocks) and 2 restroom passes in their SC/SS/Elective classes (45 min block) each 9 weeks. This gives students up to 16 restroom passes within a 9 week grading period to use the restroom. We encourage students to use the restroom during one of their 8 transitions during the school day from class to class and/or during their lunch time. Students have a total of 58 minutes during their school day (not including before and after school) outside of their class time to use the restroom. Instructional time is critical to your student's success. If a student has used all passes for a specific class they will be allowed to use the restroom in the event of an emergency or if they have specific documentation from a medical professional. These situations need to be communicated with the campus nurse. The campus nurse will then communicate this with the student's teachers.

### **Tardy Policy**

- Instructional time is essential to student success. Additionally, it is critical that students learn the importance of punctuality. In order to encourage this behavior, HJH has implemented the following campus policy regarding tardies:
- Tardies will be tracked cumulatively each 9 week grading period, with the following consequences in place for repeated tardies:
  - o 5th tardy 1 day of Lunch Detention
  - 10th tardy 1 day of After School Detention
  - 15th tardy 1 day of ISS
  - o 20+ Discretion of Campus Administration

### **Discipline Forms**

As part of our proactive approach to campus discipline, teachers will address low level behaviors in class via a campus discipline form. Classroom consequences will be assigned by the teacher and communicated to parents/guardians. Our goal is to minimize classroom disruptions and reinforce classroom expectations before the behavior becomes an office referral that requires administrative assistance/consequences.

### Leader in Me

HJH has adopted 'Leader in Me' curriculum to help foster leadership characteristics and skills in our students. Our goal is to develop systems that give students the opportunity to lead, teach, and learn from other students in all facets of their learning experience. Founded on the belief that everyone has the potential to lead, *Leader in Me* is a comprehensive PK–12 framework that nurtures student leadership, fosters a culture of trust, and boosts academic success. This proven approach empowers students, educators, and families with essential leadership and life skills, preparing them to excel. These lessons will take place weekly during Advisory time.

### **Grades**

- HJH will abide by the guidelines in the <u>HISD Grading Policy</u>.
- UIL participation laws will be strictly enforced.
- Progress reports go home every 3 weeks.
- Report cards go home every 9 weeks.
- Parents have access at all times through Skyward.
  - MP = Marking Period (nine weeks grade)
  - PR = Progress Report
- Honors Algebra I and Honors Spanish I will follow grading guidelines of HHS, including exemption guidelines.
- How to set up Skyward gradebook notifications please click <u>here</u>.

### **Textbooks**

Textbooks or login codes for online textbooks will be distributed within the first month of school. Please contact us if you have any questions or concerns. We hope the resources available at your fingertips will be valuable to student learning and parental assistance at home.

### **Visitors**

- Visitors must show a Driver's License upon entry.
- Visitors must sign in with the receptionist and wear their identification sticker at all times during the visit. We will keep your I.D. until you leave. Stickers will be returned as you exit.
- Parents may eat lunch with their child during their scheduled lunch time.
  - o Parents **MUST** sign-in at the front desk prior to lunch.
  - Parents may ONLY bring lunch for their student.
  - Lunch detention, ISS, and tutorials override a parent visit, unless otherwise approved by an administrator.
  - Parents will be allowed to eat with their child beginning on September 23, 2024.

### **Attendance**

### **Checking Out**

• Students may not be checked out after 3:00pm without approval from an administrator. Permission will be granted for emergencies only and communication prior to 3:00pm.

### Credit

- Attendance is taken in each class.
- Students must attend 90% of the days for each class to get credit.
- Credit can be made up on certain Saturdays. Dates are TBD. A member of our office staff will communicate these dates with you in the event your child falls below 90%.
- Leaving early counts as time missed. If a student misses more than 20 minutes of a class without valid documentation the student will be considered absent for this purpose.

### **Legal Code**

- We will follow the laws set forth by the State of Texas regarding compulsory attendance.
- Please send a note within <u>two school days</u> when your child has been absent.
- Students are responsible for turning in notes directly to the office OR you may email bdorsey@hisd.com.

## **Health Services**

### **Medication**

- If your child requires routine medication, please visit with the nurse at registration or when the need arises.
- All medication must be brought to school by the parent in the original container and must be stored in the nurse's office, unless a doctor's note allows the student to self carry. This ONLY applies to inhalers and epipens.

### **Illness**

- In the event your child is sick, the nurse will contact you to pick them up.
- All students who call home using their cell phone prior to nurse approval will receive an unexcused absence should they leave campus.
- If your child should call you, please call the nurse before coming to pick them up.

### **Parent Communication**

### **Emergency Contacts/Email/Phone Call System**

Please keep your emergency contacts, email and phone numbers accurate in Skyward to get emergency information and schoolwide reminders.

### <u>Facebook</u>

Our <u>page</u> is updated regularly.

### Twitter (X)

Keep up with all the great things happening on the HJH campus.

### **Instagram**

Stay up-to-date with all announcements and information about HJH.

### **Newsletters**

Monthly newsletters will be emailed through the email you set up when you registered.

### **Remind App**

Staff will send home information about their "Remind" app access codes. This is an easy way to stay on top of things.

### **Skyward**

The access you set up at registration allows you to access grades, behavior, and attendance at any time. Please keep information current.

### Website

www.hisd.com has email and phone numbers for all HISD staff members.

### **SportsYou**



## **Getting To and From School**

\*School Disciplinary Consequences for Not Following Guidelines\*

### **Car Riders**

- 7:15am is the earliest a student may be dropped off.
- After 7:50am, students should be taken to the main entrance.
- Pick up time is 3:35pm-3:55pm. At 3:55pm students are taken to the office to call home.
- Parents/guardians must stay in their vehicle.
- Students are **not** allowed to walk to adjacent parking lots to enter or exit a vehicle.
- Parents/guardians are **not** allowed to walk up to the pick up area to retrieve their student(s).
- All students must be picked up at their designated area.
- Please reference campus maps to see the flow of traffic and expectations for entering and exiting the campus.
- The front office entrance is for handicapped buses only.
- Students are not allowed to stay after school to wait for an event.

### **Drop Off/Pick Up Locations:**

Stadium/Gym Parking Lot (Red Arrows)

Boys Athletics ONLY - Visitor Parking Lot (Yellow Arrows)

8th Grade BOYS Athletics - AM ONLY/7th Grade BOYS Athletics - PM ONLY



# Getting To and From School, cont.

\*School Disciplinary Consequences for Not Following Guidelines\*

### **Bus Riders**

- Morning: Once students exit the bus, they will report to the gym or to the cafeteria if they are eating breakfast. With permission, they may drop off band instruments.
- Afternoon: Students should be at their bus area by 3:40. Students are to remain in their area and wait in a safe manner.
- Students are not allowed to stay after school to wait for an event.
- Students may ONLY ride their bus indicated in Skyward. Students may not ride another bus, **unless approved by the District Transportation Office** (903.668.5990 x5502)

### **Walking Home**

- A parent note on file with the receptionist is required.
- We do not have crossing guards, so students who walk home do so at their own risk. Please speak with your child about being responsible when crossing streets.
- Students are not allowed to stay after school to wait for an event.

Join our **SportsYou** app to follow your favorite teams.

SportsYou App -	<b>Group Codes</b>
General Bobcat Athletic	s Page - 3ANVZHH3
Junior High A	Athletics
Cross Country	9ZFBHUKA
Tennis	LBL2GWLU
Girls Athl	etics
HJH Girls Athletics	XCNBB97H
Volleyball	MYNEUUWD
Basketball	W54S8HWS
Track & Field	SFSBX994
Boys Athl	etics
Football/Track & Field	RBTDCAYK
Basketball	L9B4RLMW



#### Join via Website

#### **New Users**

- From your computer or phone, go to sportsyou.com
- Click Get Your Free Account and enter your email
- Go to your email and click Confirm Your Email
- Click Enter Access Code to enter code, then finish set up

#### **Existing Users**

- From your computer or phone, go to sportsyou.com and login
- 2. In left column, click Join Team/Group
- 3. Click Enter Access Code to enter code

#### Join via App

#### **New Users**

- On mobile device download sportsYou app from the App Store (iOS) or Google Play Store (Android)
- 2. Tap Create Account or Continue with Google
- Tap Enter Access Code to enter code, ther finish set up

#### **Existing Users**

- On mobile device login
- In bottom tray, tap Teams/Groups
- Tap blue + button, then tap Join Team/ Group

## **Conduct at School Events**

According to HISD guidelines, students must be accompanied by a parent or guardian at all sporting events. Students will not be allowed entrance without an adult present.

### **Hallsville Junior High Encourages:**

- Enthusiastic support of your team
- Good sportsmanship
- Family friendly atmosphere
- Commitment to safety
- Welcoming attitude to all fans and visitors

### **Hallsville Junior High Will Not Tolerate:**

- Loitering under stands or in parking lots
- Disruptive or unruly behavior
- Foul or abusive language
- Obscene gestures
- Rudeness to fellow fans or HJH personnel
- Use of alcohol, tobacco, or e-cigarettes at events

Fans who display unacceptable behaviors will be subject to sanctions including: refusal of admittance, removal, and arrest.

Any athletic official, including but not limited to, contest officials, athletic director, principal, assistant principals, game site supervisors and anyone else in an administrative role on the site, may uphold enforcement of an ejection.

While the Fan Code of Conduct encompasses behavior expectations and consequences for both student and adult fans, Hallsville ISD administrators may apply further consequences to a student ejected from a contest due to the student violating the Student Handbook.

## **Positive Proactive Discipline Plan**

We understand the developmental needs of our students and believe they need to see that their actions have consequences. Consequences come in two forms, positive and negative. At HJH we strive to make students the best they can be and have developed a system that provides both consequences. Hallsville Junior High students are expected to abide by the student code of conduct as set by HISD and their home campus administration.

### **Positive Consequences**

### • Every Marking Period

- Bobcat VIP's awarded weekly
- Rewards will be determined at the beginning of each Nine Week period and communicated to students over announcements and our monthly newsletter.
- No more than 2 minor infractions; Zero major infractions
- Passing all classes

### • Teacher Incentive Programs

Each teacher may establish a positive behavior incentive program. This
program may include but is not limited to: office runners, classroom privileges,
leadership responsibilities, or other positive incentives chosen by the teacher.

### **Negative Consequences**

### • Loss of Privileges

- Classroom working individually during group work, phone call home, etc.
- Campus loss sporting events, field trips, etc.
- 9 week rewards

### Lunch Detention

Examples: Tardies, Minor behaviors

### After School Detention

- Teacher will schedule with parent
- Offered Monday-Thursday
- o 3:35pm 4:30pm
- o Takes priority over extra-curricular events
- Parent responsibility to pick up at 4:30pm at main entrance

### • In School Suspension, Out of School Suspension, and DAEP

- Assigned by campus administrator
- HISD policy will be followed

### Legal Consequences

- School Resource Officer
- TX Penal Code is followed
- Parents will not be contacted prior

### DRESS AND GROOMING

(All Grade Levels) 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:

### **Grades 3-12:**

- a. Students shall be dressed and groomed in a manner that is clean, neat and will not be a health or safety hazard to themselves or others.
- b. Students are expected to dress or groom themselves in clothes and accessories that are appropriate for school activities, including, but not limited to rubber soled shoes for physical education.
- c. The district and or campus shall deem inappropriate any article of clothing, jewelry, body decoration, hair color or hairstyle extreme enough to create a distraction or disturb the normal routine of school, including gang-related items and obscene, provocative and suggestive symbols.
- d. Students may not wear any inflammatory symbol, emblem, picture, word or slogan, including racial or drug related items that may create a disruption of school.
- e. Students may not wear low cut shirts, tank-tops, spaghetti straps, (shoulder straps must be at least two inches wide), racer-back or strapless clothing, clothing that exposes bare midriffs, excessively torn clothing or excessively loose clothing that results in sagging.
- f. Dresses, skirts and shorts must be fingertip length.
- g. Students must have appropriate coverage when wearing leggings, tights or spandex pants.
- h. Students shall not wear any article of clothing that covers the face, including dark glasses unless prescribed by a physician and documented on file in the nurse's office.
- i. Students may not have holes in their pants above fingertip length.
- j. Teachers, coaches or sponsors may define appropriate dress for school-sponsored trips and extracurricular activities.
- k. Campus Administration has the authority to make decisions regarding dress code that are not outlined in the Student Code of Conduct.

### Specific to HJH

- Torn clothing cannot be above fingertip length
- Piercings other than ears are prohibited wear a clear spacer or cover with band aid
- Hats and head coverings (hoods) may NOT be worn inside. They can be worn outside ONLY
- Any articles of clothing determined by admin as disruptive to the educational setting

### **Grades K-12**

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 violation is corrected. Repeated offenses may result in more serious disciplinary action in accordance with the Student Code of Conduct

### Hallsville Junior High School - Dress Code Infraction Progression

Step One - Students will be given an opportunity to self correct the problem at school.

**Step Two** - Administration will provide an opportunity to correct the problem by providing an alternate, school appropriate item of clothing.

**Step Three** - The student has the opportunity to call the parent for new clothing, but will be sent back to class wearing the principal-provided article until parent arrival. Students can exchange clothing between classes.

\*Refusal to adhere to opportunities provided by administration will result in a referral.

Continued violations will result in the student being assigned to ISS for the remainder of the day.

### House Bill 114

Parents and Guardians,

We are reaching out to bring your attention to an important new policy change that has been passed by the 88th Texas Legislature and will be taking effect immediately in our district.

House Bill 114 (HB 114) has been enacted to respond to the increasing concerns around e-cigarettes, vaping, marijuana, and THC related products amongst our youth. <u>The Bill mandates that any student found in possession of, under the influence of, selling, gifting, or delivering these substances within a 300-feet radius of any school premises, will be immediately removed and placed in a Disciplinary Alternative Education Program (DAEP).</u>

You can access the full version of the Bill here: <a href="https://capitol.texas.gov/tlodocs/88R/billtext/pdf/HB00114F.pdf">https://capitol.texas.gov/tlodocs/88R/billtext/pdf/HB00114F.pdf</a>

Please take a moment to discuss the implications of this new law with your children, emphasizing the importance of adhering to school policies and laws for their own welfare and for the betterment of the school community as a whole.

Thank you,

**HISD Administration** 

# **HJH Bell Schedule**

**Beginning Bell** - 7:50am **Ending Bell** - 3:35pm

**Doors Open** - 7:15am **Doors Lock** - 4:05pm

	Regular Bell Schedule								
	7th Gra	ade		8th Grade					
Α	7:50	7:55	Α	7:50	7:55				
1	7:55	8:40	1	7:55	8:40				
2	8:44	9:29	2	8:44	9:29				
3	9:33	10:18	3	9:33	10:18				
4	10:22	11:07	4	10:22	11:07				
L	11:11	11:41	5	11:11	11:45				
5	11:45	12:19	L	11:49	12:19				
6	12:23	1:08	6	12:23	1:08				
7	1:12	1:57	7	1:12	1:57				
8	2:01	2:46	8	2:01	2:46				
9	2:50	3:35	9	2:50	3:35				



### Hallsville Independent School District 2024-25 School Calendar

For more information and important District dates, visit our website at www.hisd.com

### Approved 2/20/2024

### Registration Dates

July 29	PK/KG Students	9:00 - 5:00
July 30	All Students	11:00 - 7:00
July 31	All Students	9:00 - 5:00

Meet the Teacher

Aug 08	Elementary Campuses	4:30-6:30
Aug 08	Intermediate	4:00-5:30
Aug 08	Jr. High	5:00-6:30

Aug 08 Community Pep Rally 6:00-8:00

#### July 2024

- 4 July 4th break 30-31 Staff Work Days
  - August 2024
  - 1-2 Staff Days
  - 5-9 Staff Days
  - 12 Staff Day
  - 13 1st Day for Students September 2024
    - 2 Labor Day October 2024
  - 11 1st 9 Weeks Ends
- 14-18 Fall Break
  - 21 Staff Day
  - 22 2nd 9 Weeks Begins November 2024
- 25-29 Thanksgiving Break December 2024
  - 20 Early Release 12:30/End of Sem
- 23-31 Christmas Break January 2025
  - 1-3 Christmas Break
  - 6-7 Staff Days
    - 8 2nd Semester Begins
  - 20 Martin Luther King Holiday February 20.25
  - 14 Staff Day
  - 17 President's Day Holday March 2025
  - 14 3rd 9 Weeks End
- 17-21 Spring Break
  - 24 4th 9 Weeks Begins April 2025
  - 18 Good Friday/Easter Holiday May 2025
  - 22 Early Release 12:30/School Ends
  - 23 Staff Day/Graduation
  - 26 Memorial Day Holiday
  - 27 Make-up Day Staff
- 28 Make-up Day Staff

	Testing Dates
Dec 3-13	Re-test - English I & II, Algebra I, Biology, U.S. History
April 8-18	Grades 3-8 Reading, English L English I
April 15-25	Grades 5 Science, Grade 8 Science & Social Studies, Biology, U.S. History
April 22-May 2	Grades 3-8 Math, Algebra I
June 17-27	Eng I & II, Alg I, Blo. U.S. History

### Legend

- ( 9 Weeks Grading Begins
- 9 Weeks Grading Ends
- E Early Release
- O Holday
- Staff PD/Workday
- Testing Date
- District/Campus Offices Closed
- Bad Weather Makeup Day-Staff

July 2024									
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December 2024 SMTWTFS

#### **Grading Periods**

1st 9 Weeks Aug 13 - Oct 11 2nd 9 Weeks Oct 22 - Dec 20 3rd 9 Weeks Jan 08 - Mar 14 4th 9 Weeks Mar 24 - May 22

January 2025								
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29	30	2000				

#### Semester Summary

- 82 1st 8em 88 2nd Sem
- 170 Total Days
- 15 Staff Days
- 75,600 Required minutes met



## **HALLSVILLE SCHOOL SONG**

WE LIFT OUR VOICES
YOUR PRAISES TO SING.
OUR ALMA MATER
MORE GLORY TO BRING.
PROUDLY WAVE YOUR COLORS,
LONG MAY THEY FLY.
HAIL TO THEE, OUR ALMA MATER,
HALLSVILLE HIGH.

